

Charging Structure for DBS Checks – April 2018- March 2019

No Change as receiving LBC to subsidise	Funded Groups 2018/2019 (No Change)
DBS Registration	Free
DBS Checks (Volunteers)	£5.00
DBS Checks (Staff)	£49.00
DBS Error fee where form needs to be returned	Free

	CNCA Members
DBS Registration	Free
DBS Checks (Volunteers)	£6.00
DBS Checks (Staff)	£50.00
DBS Error fee where form needs to be returned	Free

	3 rd Sector 2018/2019
DBS Registration	Free
DBS Checks (Volunteers)	£16.00
DBS Checks (Staff)	£60.00
DBS Error fee where form needs to be returned	£5.00

	Private Sector 2018/2019
DBS Registration	Free
DBS Checks (Volunteers)	£26.00
DBS Checks (Staff)	£70.00
DBS Error fee where form needs to be returned	£7.00

	One Off DBS 2018/2019
DBS Checks Volunteers	£26.00
DBS Checks (Staff)	£70.00
DBS Error fee where form needs to be returned	£7.00

Please note that the processing of DBS Application forms will only start once payment has been received. If the application Form or ID documents are incorrect, a further administration charge may apply, according to your membership of CNCA. Queried DBS application forms will be held on file for three months; after this period they will be destroyed and a new application form will have to be completed if the DBS is still required