disclosure services
Expert Support. Informed Clients. Clear Decisions.

CERTIFICATE REPRINT REQUEST

If you wish to request a reprint of your certificate, you should contact the Disclosure and Barring Service directly.

Please acknowledge the below criteria before making a request:

You will be unable to request a reprint if:

1. You have selected a **Digital Certificate** during the application process
2. You have accidently lost or damaged your original certificate
3. Your certificate was issued **more than 3 months ago** (93 days)
4. You have already requested a reprint of the certificate in question

You are able to request a reprint if:

1. You have selected **Paper Certificate** during the application process
2. Your certificate was issued **over 14 days ago**, but still hasn't arrived
3. Your certificate has been issued **less than 3 months ago** (93 days)
4. The address you have provided for the reprint matches the address provided on your original DBS application

More information can be found using this link