

How to obtain your DBS (CRB) Certificate

Taxi Plus are a private company who will submit your DBS application to the Data and Barring Service electronically, therefore cutting down on the time taken to process applications that were previously submitted by the Council via the postal service.

The first step is to visit the Taxi Plus website at www.taxiplus.co.uk which will give you guidance on how to pay online for your DBS check and how to begin the application process.

If you do not have access to the internet you may contact Taxi Plus on 01254 355680 to advise them that you wish to make an online application and to make your payment.

As part of the application process you will need to have your identity verified. You will be notified by Taxi Plus which documents can be used for this purpose.

Due to current restrictions, your documents can only be verified by sending copies or good quality images of your identification documents direct to Taxi Plus.

Your Enhanced DBS certificate will then be processed. Once it is completed it will be posted to your home address. When you receive this certificate, you will be able to proceed with your Taxi Licence Application. Further instructions will be emailed to you once your certificate is completed.

You are strongly advised to sign up to the DBS Update Service. You can do so when you apply for your DBS check or up to 28 days from the issue date of your certificate which can save you money and in some cases remove the need to complete a DBS application every 3 years.