

## **After receiving your DBS Certificate - Register on the DBS Update Service**

### **Benefits:**

- Only £13 a year direct debit payment
- Certificate always valid  
(keep it safe, this will need to be produced each time)
- Certificate can be used not just with Bridgend County Borough Council, but anywhere you require (covers Basic and Enhanced checks)

### **How:**

Once you receive your Certificate, go to [DBS Service](#) and register by entering your Certificate number and your details.

**This must be done within 28 days of the date printed on your Certificate.**

You pay £13 a year, and this Certificate will always be valid on the Update Service providing you remain registered at Enhanced Level/Other Workforce/Adult and Child lists.

### **Future badge renewals (every three years):**

Bring the above Certificate with you when you are renewing your Driver's Licence.

We will look online at the Update Service and provided there are no changes since the Certificate was issued, your Renewal will be done straight away and the Badges issued at the same time, you will only be charged the Renewal fee (No additional DBS fee).