



Garda Vetting ID Verification & E Vetting Invitation Form

- 1) You will need to read Canoeing Ireland's Garda Vetting Policy and NVB Process. This will explain the On-line vetting process. you will receive and email from the Liaison officer inviting you to go online and fill in the Vetting Application form after you have posted in the forms you are about to complete.
- 2) Reminder: You must be a member of Canoeing Ireland to be vetted.
- 3) If you are between the ages of 16-18 you must also fill in a Parent Consent form.
- 4) All of the forms once completed- along with copies of the forms you used to verify your identity are to be posted to: Liaison Person, Canoeing Ireland, Irish Sport Hq, National Sports Campus, Blanchardstown, Dublin 15

Identification Form for ID verification of the Applicant.

** New process- Your Identity items used to verify your identity must add up to 100 pts, see on the following page for the items and points allotted. 1 Photo ID along with an item to prove your current residence.

Full Name: _____ DOB: _____

Current Address: _____

Contact No: _____ Email: _____

Role being Vetted for: _____

Canoeing Ireland Membership No: _____ Expiry Date: _____

ID Verification Section: To be completed by a Chairperson, Designated Person, Children's Officer or a Responsible Person = Garda, Principle, Manager, Doctor, Solicitor.

Declaration

I verify I have seen the person detailed above. They have attached a copy of their identification documents as indicated and have scored at least 100.

Signed: _____ Date: _____

Print name: _____ Position: _____

Contact No or Official Stamp: _____

This page has the list of Items and their point value. If you are between the ages of 16-18, your items for verification are: Passport, Birth Cert or a letter from the Principal of your Educational Institution, confirming your attendance.

Identification	Score	Tick
Irish driving license or learner permit (new credit card format)	80	
Irish Public Services Card	80	
Passport (from country of citizenship)	70	
Irish certificate of naturalisation	50	
Birth certificate	50	
Garda National Immigration Bureau (GNIB) card	50	
National Identity Card for EU/EEA/Swiss citizens	50	
Irish driving license or learner permit (old paper format)	40	
Employment ID		
<ul style="list-style-type: none"> ID card issued by employer (with name and address) 	35	
<ul style="list-style-type: none"> ID card issued by employer (name only) 	25	
Letter from employer (within last two years)		
<ul style="list-style-type: none"> Confirming name and address 	35	
P60, P45 or Payslip (with home address)	35	
Utility bill e.g. gas, electricity, television, broadband (must not be less than 6 months old. Printed online bills are acceptable. Mobile phone bills are not acceptable)	35	
Public services card/social services card/medical card	25	
<ul style="list-style-type: none"> With photograph 	40	
Bank/Building Society/Credit Union statement	35	
Credit/debit cards/passbooks (only one per institution)	25	
National age card (issued by An Garda Siochana)	25	
Membership card		
<ul style="list-style-type: none"> Club, union or trade, professional bodies 	25	
<ul style="list-style-type: none"> Educational institution 	25	
Correspondence		
<ul style="list-style-type: none"> From an educational institution/SUSI/CAO 	20	
<ul style="list-style-type: none"> From an insurance company regarding an active policy 	20	
<ul style="list-style-type: none"> From a bank/credit union or government body or state agency 	20	
Recent arrival in Ireland (less than 6 weeks)		
<ul style="list-style-type: none"> Passport 	100	
Vetting Subject is unable to achieve 100 points**		
<ul style="list-style-type: none"> Affidavit witnessed by a Commissioner for Oaths 	100	
TOTAL		



Guidelines for completing Vetting Invitation Form (NVB 1)

Please read the following guidelines before completing this form.

Miscellaneous

The Form must be completed in full using **BLOCK CAPITALS** and writing must be clear and legible.

The form should be completed in ball point pen.

Photocopies will not be accepted.

All applicants will be required to provide documents to validate their identity.

If the applicant is under 18 years of age, a completed NVB 3 - Parent\Guardian Consent Form will be required. Please note that where the applicant is under 18 years of age the electronic correspondence will issue to the Parent\Guardian. This being the case, the applicant must provide their Parent\Guardian Email address on the NVB 1 form.

Personal Details

Insert details for each field, allowing one block letter per box.

For the Date of Birth field, allow one digit per box.

Please fill in your Email Address, allowing one character/symbol per box. This is required as the invitation to the e-vetting website will be sent to this address.

Please allow one digit per box for your contact number.

The Current Address means the address you are now living at.

The address fields should be completed in full, including Eircode/Postcode. No abbreviations.

Role Being Vetted For

The role being applied for must be clearly stated. Generic terms such as "Volunteer" will not suffice.

Declaration of Application

The applicant must confirm their understanding and acceptance of the two statements by signing the application form at Section 2 and ticking the box provided.



Your Ref:

Form NVB 1

Vetting Invitation

Section 1 – Personal Information

Under Sec 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016, it is an offence to make a false statement for the purpose of obtaining a vetting disclosure.

Forename(s):	<input style="width: 100%; height: 20px;" type="text"/>																				
Middle Name:	<input style="width: 100%; height: 20px;" type="text"/>																				
Surname:	<input style="width: 100%; height: 20px;" type="text"/>																				
Date Of Birth:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">D</td><td style="width: 20px;">D</td><td style="width: 20px;">/</td><td style="width: 20px;">M</td><td style="width: 20px;">M</td><td style="width: 20px;">/</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td colspan="10"></td> </tr> </table>	D	D	/	M	M	/	Y	Y	Y	Y										
D	D	/	M	M	/	Y	Y	Y	Y												
Email Address:	<input style="width: 100%; height: 20px;" type="text"/>																				
Contact Number:	<input style="width: 100%; height: 20px;" type="text"/>																				
Role Being Vetted For:	<input style="width: 100%; height: 20px;" type="text"/>																				
Current Address:																					
Line 1:	<input style="width: 100%; height: 20px;" type="text"/>																				
Line 2:	<input style="width: 100%; height: 20px;" type="text"/>																				
Line 3:	<input style="width: 100%; height: 20px;" type="text"/>																				
Line 4:	<input style="width: 100%; height: 20px;" type="text"/>																				
Line 5:	<input style="width: 100%; height: 20px;" type="text"/>																				
Eircode/Postcode:	<input style="width: 100%; height: 20px;" type="text"/>																				

Section 2 – Additional Information

Name Of Organisation:

I have provided documentation to validate my identity as required *and*
 I consent to the making of this application and to the disclosure of information by the National Vetting Bureau to the Liaison Person pursuant to Section 13(4)(e) National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016. Please tick box c

Applicant's Signature:

Date:

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

Note: Please return this form to the above named organisation. An invitation to the e-vetting website will then be sent to your Email address.