

Diocese of Waterford and Lismore
Bishop's House,
John's Hill
Waterford
Tel: (051) 874463
Fax: (051) 852703
Email:waterfordlismore@eircom.net



Guidelines for completing E- Vetting Invitation Form For Minors

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.

The applicant, being a minor, must provide their Parent\Guardian Email address on the NVB 1 form along with having the NVB 3 Parental Consent Form completed which is the final page of this application.

Personal Details

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

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

Please fill in the email address of the parent / guardian who is giving permission for the vetting to take place. 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 Applicant

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.

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Your Ref:

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E- Vetting Invitation for Minors

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): | | | | | | | | | | | |
| Middle Name: | | | | | | | | | | | |
| Surname: | | | | | | | | | | | |
| Date Of Birth: | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td>D</td><td>D</td><td>/</td><td>M</td><td>M</td><td>/</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table> | D | D | / | M | M | / | Y | Y | Y | Y |
| D | D | / | M | M | / | Y | Y | Y | Y | | |
| Email Address: | | | | | | | | | | | |
| Contact Number: | | | | | | | | | | | |
| Role Being Vetted For: | | | | | | | | | | | |

Current Address:

| | |
|-------------------|--|
| Line 1: | |
| Line 2: | |
| Line 3: | |
| Line 4: | |
| Line 5: | |
| Eircode/Postcode: | |

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

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.

Section 3 – For Completion by Designated Contact in Parish / School

To be completed by Principal/Chairperson of BOM (for school activities) or Parish Priest (for parish activities)

Name of Principal / Chairperson / Parish Priest

Full Address: _____

Tel No: _____

Email Address: _____

The applicant has **provided documentation** to **validate their identity** in accordance with the National Vetting Bureau (Children And Vulnerable Persons) 2012 to 2016.

Examples of acceptable forms of identification (**BOTH REQUIRED**):

- a) Passport or Driving Licence
- b) Verification of Current Address i.e. recent utility bill, bank statement

PLEASE TICK BOX:

PLEASE STATE BOTH DOCUMENTS PROVIDED: _____

Signature: _____ **Print Name:** _____

