



Guidelines for completing Under 18's Vetting Invitation Form (NVB 1)

Please read the following guidelines before completing this form.

Please note that the **Parent Guardian Consent Form (NVB3)** will need to be completed also and sent with this NVB1 Form, along with the **Identification Verification Form**. As the applicant is under 18 years of age the electronic correspondence will issue to the Parent / Guardian, which is why their details are asked for on the NVB1 Form overleaf.

Miscellaneous

The form should be completed in ball point pen. This form can also be filled out online before printing it off to sign, date and tick the consent box.

If being printed and filled-in by hand the Form should be completed in ball point pen, BLOCK CAPITALS should be used and writing must be clear and legible.

Photocopies will not be accepted.

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

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 parent / guardian 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 the parent / guardian's 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.

Early Childhood Ireland,
 Hainault House,
 Belgard Square South,
 Tallaght,
 D24 RFV0



Our Ref:

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Under 18's Vetting Invitation (NVB1)

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:		/		/																										Please enter this date in dd/mm/yyyy format
Parent/Guardian Email Address:																														
Parent Contact Number: /Guardian																														
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:	Membership Number:
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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:

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Date:

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M	M
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Y	Y	Y	Y
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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.