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**Garda Vetting Identification**

**Validation Form**

**One per Applicant**

Before a vetting application can be processed, it is a Garda Vetting requirement that applicants complete a 100 Point Identification Check. This form must be signed by a responsible person and forwarded along **with copies** of your ID to: Sinead Noonan, HR Manger, Northside Youth Space, Ballynanty, or [sineadn@limerickyouthservice.org](mailto:sineadn@limerickyouthservice.org)

Simply complete this form by following the steps below.

**Step 1 (gather original documents, and photocopy one of each (photo ID & Proof of Address) to the value of 100 points, see list overleaf)**

The following Individuals may verify applicant’s identification and sign this form:

* LYS Staff Member
* Club Leader
* If unable to access one of the above locally, the designated person may be one of the following:

Garda, School Principal, Doctor, a Commissioner for Oaths, Solicitor, Priest.

**ID PROOFING MUST BE VERFIED, IN PERSON, BY A DESIGNATED RESPONSIBLE PERSON**

**Step 2 (to be signed by a Responsible Person)**

I have checked the identity of the applicant in the attached Garda Vetting application form against the original documents marked on page 2 and confirm that this is the person applying for Garda Vetting. I have informed the applicant that this information will be passed to Limerick Youth Service and they have agreed to share their personal information with LYS and appropriate, relevant organisations.

**Name of Applicant : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Authorised Person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** *(please print)*

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(hand written only)*

**Role** *(from above list):* **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Club** *(if applicable):* **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*WARNING: It is an offence if you knowingly make a false statement for the purpose of obtaining or enabling another person to obtain Garda Vetting.*

**List of Acceptable Documents (100 points required)** **Please include proof of address no older than 6 months**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Identification Documents –**  **Original forms of ID must be checked, photocopied and sent to LYS with the vetting form** | | | **Points** | **Please Tick** |
| Irish Driving Licence or Learner Permit (new credit card format) | | | 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 Licence or learner permit (old paper format) | | | 40 |  |
| Employer ID | | ID card issued by Employer (with name and address) | 35 |  |
| ID Card issued by employer (name only) | 25 |  |
| Letter from Employer (with in last two years), 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 |  |
| Bank / Building Society/ Credit Union Statement | | | 35 |  |
| Credit / Debit Card/ Passbook (only one per institution) | | | 25 |  |
| National Age Card (issued by an Garda Síochana) | | | 25 |  |
| Membership Card  Club, Union Or Trade, Professional Bodies, Educational Institution | | | 25 |  |
| Correspondence | From an Educational Institution / SUSI/CAO | | 20 |  |
| From an Insurance Company regarding an active policy | | 20 |  |
| From a Bank / Credit Union or Government Body or State Agency | | 20 |  |
| **CHILDREN UNDER 18 YEARS** (any one of the following) | | | | |
| Passport ( from country of citizenship) | | | 100 |  |
| Birth Certificate | | | 100 |  |
| Written statement by the principal confirming attendance at educational institution on a letter head at that institution | | | 100 |  |
| **RECENT ARRIVAL IN IRELAND** *(Less than 6 weeks)* | | | | |
| Passport | | | 100 |  |
| **Vetting subject is unable to achieve 100 points\*\*** | | | | |
| Affidavit witnessed by a commissioner for Oaths | | | 100 |  |
| **Total** | | |  |  |