

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.

Scanned copies 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.

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 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.



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Once this application is processed an invitation to the e-vetting website will then be sent to your email address. **You must** complete and submit your online e-vetting application in order for your application to be sent to the National Vetting Bureau

NVB 1 E-Vetting Invitation Request Form

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.

Forname(s):

Middle Name:

Surname:

Date of Birth:

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Please enter date in dd/mm/yyyy format

Email Address:

Contact Number:

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Role Being Vetted for:

(No Abbreviations)

Current Address:

Line 1:

Line 2:

Line 3:

Line 4:

Line 5:

Eircode/Postcode:

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Section 2 - Additional Information

Name of Organisation:

SpringLife Ltd.

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 2016.

Please tick box

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Applicant

Signature:

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Date:

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Note: Please return this form with your ID Validation Documents to the appropriate link person, i.e. Social Worker, Line Manager, Regional HR etc