

Please read carefully before completing your Garda Vetting Form



Youth Work Ireland
Be Part of It

Guidelines for completing Garda Vetting Application Form

Surname:	Insert YOUR current surname
Previous Name:	Insert any Previous surnames here(i.e. your maiden name)
Forename:	Insert your forename/first name(s) here - (please identify initial if used in your signature).
Alias:	If you are known by any other name than/those on your birth certificate, please insert here (e.g. Michael Junior, Bridget/Bridie/Brenda, Sean/Eoin/John) etc
Date of birth:	Enter your date of birth here (e.g. 01/01/1970)
Place of birth:	Insert the name of the city or town that you were born in here(e.g. Cork City)
Have you ever changed your name?	If yes, tick 'yes' box, if no, tick 'no' box
If yes please state former name:	Insert any previous names if applicable (e.g. in the event that you were married on more than one occasion or that you have changed your name by deed poll etc.). Insert N/A if not applicable
Please state ALL addresses from year of birth to present date: All residential addresses from birth to date:	It is very important that your current address and all previous addresses, including all addresses abroad, are provided. You must also insert the years that you resided at these addresses year from and year to. Please that there is not a period of time unaccounted for (e.g. 1975 – 1987 and 1987 – 1992 etc.) These will be checked and if there is any time unaccounted for, the form will be returned to you. If a house number is not applicable to any of your addresses, please include a house name if one exists.
Have you ever been convicted of an offence in the Republic of Ireland or elsewhere?: All convictions and/or prosecutions whether successful or not, pending or completed.	If no, tick 'no' box. If yes, tick 'yes' box and then please provide details of conviction(s) in box provided
Declaration:	Please read this declaration carefully, insert position applied for, sign and date it (within six months) print your name in block capitals underneath the signature. (e.g. BLOCK CAPITALS)
Age of Consent	If you are under the age of 18 you must provide a Garda Parent/Guardian Consent Form signed by a Parent or Guardian.
<u>The Garda Vetting Application Form must be printed/copied as a double sided document (one page only) – stapled two page application forms will be returned. (Photocopies of Applications not acceptable and will be returned.</u>	
It is imperative that no false information is given and that the Garda Vetting Form is fully and correctly completed.	
The Garda Central Vetting Unit will not accept any incomplete forms so care should be taken while completing the form. Incomplete forms or forms with errors will be returned to Member Youth Services for amendments and resubmission and will be treated as a new application by the GVCU.	
All Garda Vetting Forms processed by Youth Work Ireland are dealt with in the strictest of confidence.	
Please place the completed and signed form in an envelope and return to your Club, Local Youth Service or nominated person. All forms will be processed by Youth Work Ireland through the Garda Central Vetting Unit. You will be informed in due course as to the outcome of your vetting application.	