An Garda Síochána Use Only
Reference No.:

An Garda Síochána

GARDA VETTING APPLICATION FORM

NOTE TO APPLICANT

- ***The Application Form must be completed in full using BLOCK CAPITALS (Please state N/A if details are not applicable)***
- ***Writing must be clear and legible***
- ***Return the completed form to Swim Ireland, Irish Sport HQ, National Sports Campus, Blanchardstown, Dublin 15***
- ***Do not send this form to The Garda Central Vetting Unit or to any Garda Station***

To be completed by the Applicant

SURNAME:	**PREVIOUS NAME (if any):**
FORENAME:	**ALIAS:**
DATE OF BIRTH:(dd/mm/yy)	**PLACE/CITY OF ORIGIN:**
HAVE YOU EVER CHANGED YOUR NAME? **Yes** ☐ **No** ☐	
IF YES PLEASE STATE FORMER NAME:	

Please state all addresses from year of birth to present date

House No.	Street	Town	County	Post Code	Country	Year From	Year To

Please Continue Overleaf

Have you ever been convicted of an offence in the Republic of Ireland or elsewhere?

No ☐ **Yes** ☐ **Please provide details:**

DATE	COURT	OFFENCE	COURT OUTCOME

DECLARATION OF APPLICANT

I, the undersigned, who have applied for a position as a *_____ hereby authorise An Garda Síochána to furnish to **Swim Ireland** a statement that there are no convictions against me in the Republic of Ireland or elsewhere, or a statement of convictions and / or prosecutions, successful or not, pending or completed, in the State or elsewhere as the case may be, subject to the administrative filter implemented by the Minister for Justice and Equality on 31st March 2014.

Signature of Applicant: _____ Date: _____

( )

*** this field is mandatory**

To be completed by Swim Ireland

Authorised Signatory: _____ (Swim Ireland)

PLEASE PRINT ALSO (KATE HILLS)

Authorised Signatory Registration Number: _____ Date: _____

To be completed by the Garda Central Vetting Unit

Checks were carried out by this office in accordance with current Garda Vetting policy and based on the information supplied in this application form. The results are as indicated below:

No convictions ☐

Convictions ☐

Prosecutions are pending ☐

NOTE : Checks were carried out at this office based on the information supplied. The convictions may apply to the subject of your enquiry. Please verify information disclosed with the applicant.

Signed: _____Member I/C

G.C.V.U.

Identification Form (for verification)

Section 1 – to be completed by the applicant

Position: _____ (within Swim Ireland or Club)

Club: _____ Membership no. _____

Identification Details (to be verified by the a Responsible Person – see Section 2 as to what you need to provide)

Full Name: _____ Any previous surname:_____

Current Address: _____ Date of Birth:_____

_____ Telephone No.(s):_____

_____

List experience/involvement of working with young children in a voluntary or professional capacity:

_____

_____

Have you signed the relevant Code of Conduct for your position within Swim Ireland Yes No

Do you agree to abide by the Child Welfare Guidelines and rules of Swim Ireland? Yes No

Have you ever been asked to leave a sporting organisation? Yes No
(If you have answered yes, we will contact you in confidence)

Signed: _____ Date: _____

Print Name: _____

Section 2 – to be completed by Chairperson/Designated Person or Responsible Person (if not in Club) on production of suitable identification by the applicant

Type of identification seen: _____

Signed: _____ Date: _____

Print name: _____ Position: _____

(Responsible Person = Guard/Principal/Manager/Doctor/Solicitor)

Notes for Person verifying identification
You should only sign the form if you are confident that the information verifies the identification of the person.
Identification may be confirmed with **ONE** of the following documents:
Driving licence (with photograph) – state issuing country
Passport – state nationality
Utility bill with name and address as given above

Return with Garda vetting form in envelope marked 'Private and Confidential' to:
Kate Hills, Swim Ireland, Irish Sport HQ, National Sport Campus, Blanchardstown, Dublin 15

Quick guide to completing the Vetting Form and Identification Form

The requirements described below are those required by the Garda Vetting Unit, incomplete or illegible forms will be returned directly to the applicant.

Vetting Application Form

1. Use **BLOCK CAPITALS** to complete all sections
2. Fill in your **SURNAME, PREVIOUS NAME** if any (e.g. maiden name) and full **FORENAME**(s) – do not put initials – full names must be entered
3. Fill in any **ALIAS** you may use (this means any other name you might commonly be known by)
4. Complete your **DATE of BIRTH** using the format **dd/mm/yyyy**
5. Write your **PLACE OF ORIGIN** (this is the town, town-land or city where you were born)
6. Tick **YES** or **NO** where asked **HAVE YOU EVER CHANGED YOUR NAME?** (If YES then write your former name(s) in the space provided).
7. State **ALL YOUR ADDRESSES** (Irish and foreign) from **your year of birth up to your current address** indicating the years from and to spent at each of the addresses on your list
   Please ensure the list is complete and in sequence covering all the years from your birth year to the present day
8. Tick **YES** or **NO** where asked 'Have you ever been convicted of an offence in the Republic of Ireland or elsewhere?' (If you tick YES you must then write in the details of your offence in the space provided)
9. **FILL IN THE POSITION** you have applied for and **SIGN** and **DATE** the form in the **DECLARATION OF APPLICANT** section; if your signature contains an initial letter you must state what name the initial letter stands for

Identification Form

1. Complete all sections – your address and information will be checked against the information you have supplied on the Vetting Application form
2. Ask a responsible person (Chairperson/Designated Person or someone with a similar standing if outside the club) to verify your identification and sign Section 2.

When all is completed

Put the both the completed and signed forms (vetting application and identification forms) in sealed envelope and hand to your club or send directly to Kate Hills, Swim Ireland, Irish Sport HQ, National Sport Campus, Blanchardstown, Dublin 15