

PLEASE READ BEFORE COMPLETING GARDA VETTING
DISCLOSURE

- PLEASE USE BLOCK CAPITALS.
- ENSURE YOUR NAME IS SPELT IN THE USUAL WAY.
- INCLUDE EVERY SINGLE ADDRESS YOU HAVE LIVED AT SINCE YOU WERE BORN.
- INCLUDE YEAR FROM & YEAR TO.
- FILL OUT AS FAR AS AND INCLUDING THE DECLARATION OF APPLICANT (YOU) BUT NOT BEYOND THIS POINT.
- ENSURE DECLARATION OF APPLICTAION IS SIGNIED, DATED AND POSITION APPILED FOR IS CLEARLY STATED.
- PLEASE RETURN THE APPLICATION TO SERVISOURCE Recruitment, Unit 3, Quayside Business Park, Mill Street, Dundalk, Co. Louth, Ireland with a postal order/cheque/cash to the value of €15.00.
- GARDA VETTING DISCLOSURE'S CAN TAKE UP TO 14 WEEKS TO BE PROCESSED.
- GARDA VETTING DISCLOSURE'S ARE CONFIDENTIAL AND ARE UNDER THE DATA PROTECTION UNIT AND THERFORE WILL NOT BE AVAILABLE FOR INSPECTION AT ANY TIME TO ANY PERSONS OTHER THAN AUTHORISED BY THE GARDA CENTRAL VETTING UNIT.
- PLEASE NOTE INCOMPLETED FORMS WILL BE RETURNED AND YOU COULD BE ASKED TO RESUBMIT WITH ANOTHER PAYMENT.



An Garda Síochána Use Only
Reference No.:

An Garda Síochána GARDA VETTING APPLICATION FORM

NOTE TO APPLICANT

- The Enquiry 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 your Employment Agency who will forward it to the National Recruitment Federation, Unit 5A, Santry Business Park, Santry, Dublin 9.
- 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 <input type="checkbox"/> No <input type="checkbox"/>	
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 *National Recruitment Federation* a statement that there are no convictions recorded against me in the Republic of Ireland or elsewhere, or a statement of all convictions and / or prosecutions, successful or not, pending or completed, in the State or elsewhere as the case may be.

Signature of Applicant: _____ Date: _____
(_____)

To be completed by National Recruitment Federation only

Authorised Signatory: _____ (National Recruitment Federation)
PLEASE PRINT ALSO (_____)

Registration Number: _____

To be completed by the Garda Central Vetting Unit

According to Garda records there are no previous convictions recorded against the above named applicant:

OR the attached convictions appear on Garda Records:

OR the attached prosecutions are pending:

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

Signed: _____ Member I/C

C.V.U.