



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** including email address and writing **must be clear and legible** or the form will be returned which will cause a delay in obtaining vetting.

The Form should be completed in blue ball point pen.

Photocopies 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. Please note that where the applicant is under 18 years of age the electronic correspondence will issue to the Parent\Guardian. This being the case, the applicant must provide their Parent\Guardian Email address on the NVB 1 form.

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. Eircodes are available at www.eircode.ie & postcode for other countries are also available on the internet. Please do not leave the space blank as it may result in the form being returned to you which will result in a delay in you obtaining vetting.

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.

Completed Forms

Completed forms are to be returned to the club.

Returning forms to Archery Ireland by the club

This form once completed, returned to, and signed by a club official, should be sent to Archery Ireland along with a signed copy of the E-Vetting Verify Identity form. Do not send copies of indentation to AI.

Sports HQ
National Sports Campus,
Blanchardstown
Dublin D15 DY62

Email: Vetting@Archery
Phone: 087 2355 180



Our ref number

For office use only

Vetting Invitation

Form NVB 1

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.

Forename(s):																													
Middle Name:																													
Surname:																													
Date Of Birth:	D	D	/	M	M	/	Y	Y	Y	Y																			
Email Address:																													
Contact Number:																													
Role Being Vetted For:																													
Current Address:																													
Line 1:																													
Line 2:																													
Line 3:																													
Line 4:																													
Line 5:																													
Eircode/Postcode:																													

Section 2 – Additional Information

I have provided documentation to a club official 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 in Archery Ireland, pursuant to Section 13(4)(e) National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016.

Please tick box

Applicant's
Signature:

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Date:

D	D	/	M	M	/	Y	Y	Y	Y
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Note: Please return this form to your club. An invitation to the e-vetting website will then be sent to your Email address.

The section below is to be completed by a club official.

Club name:		Archery Ireland membership number	
	A club official has checked the details above and is happy with them, and has also enclosed a signed copy of the identity form.	Signed on behalf of the club	