



## Garda Vetting Guide

***IMPORTANT: Garda vetting applications cannot be processed if information provided is incomplete on the forms or documentation is missing. Please ensure the forms are completed in full, signed and dated.***

If a Garda vetting applicant is aged 16 – 18 the above documentation must be accompanied by a Parental/Guardian Consent form ([here](#)). Failure to do so will deem the application invalid and it will not be processed. The Garda Vetting process is not required for children under the age of 16.

The Garda e -Vetting is quick and easy, to utilise the e-Vetting service you must: • be over 16 years old (if aged 16-18 years, have submitted a “[Parent / Guardian consent form](#)”) • have or have access to a valid email address • have access to the Internet • have completed the “Proof of Identity” process

**Step 1:** Complete the [Garda Vetting ID Validation Form](#). Complete the form in full and have it signed by a responsible person. The following Responsible Persons from your club may verify applicant’s identification and sign this form: • The President • Chairperson • Children’s Officer • Designated Liaison Person

**Step 2:** Please send both pages of the completed Garda Vetting Invitation and Identification Validation form, plus scanned copies of ID and proof of address to [gardavetting@cricketireland.ie](mailto:gardavetting@cricketireland.ie) (postal service is not available currently while COVID-19 crisis is on).

**Step 3:** You will receive an email from An Garda with a link inviting you to complete a vetting application form.

**Step 4:** The vetting subject completes a Vetting Application Form online and submits it to the Relevant Organisation

**Step 5:** Cricket Ireland reviews the Vetting Application Form and submits it to the National Vetting Bureau.

**Step 6:** The National Vetting Bureau processes the application and forwards a vetting disclosure to Cricket Ireland.

**Step 7:** Cricket Ireland reviews the vetting disclosure and as soon as is practicable providing a copy of the disclosure to the vetting subject and if applicable a letter confirming clearance.

For information on paper applications please contact [Eimear Hubble](#) or phone Cricket Ireland on: +353 85 800 2334