

CATHOLIC CHURCH NORTHERN DIOCESES - IDENTITY VERIFICATION FORM

NOTES FOR VOLUNTEERS

- **PART 1: Applicant** to complete all information in this section.
- **Part 2:** If you will be working within a Parish, please contact the Parish Safeguarding Chair (PSC) to verify your photographic ID (see “valid Identity Documents” list) detailing the type of document and related reference number.
- **PART 2:** If you are working within a Youth Club setting, please contact the Youth Leader in Charge to verify your photographic ID (see “Valid Identity Documents” list) detailing the type of document and related reference number.

PART 1 – Applicant to complete details

Please tick: Mr Ms Miss Mrs Other _____ (eg: Dr, Fr, Sr, Rev)

Full Name: _____ **D.O.B:** ___/___/___
(Block Capitals)

Address: _____ **Post Code:** _____
(Block Capitals)

Contact Tel: _____ **Male:** **Female:**

Diocese: _____ (eg Armagh, Down & Connor, Derry, Dromore, Clogher & Kilmore)

Parish/Organisation (Block Capitals): _____

Address of Parish/Organisation (Block Capitals) _____

Role applied for within Parish/Organisation: (Block Capitals) _____

(Please tick relevant boxes that apply to your role)

Will you be working with: Children (under 18) **Will you be working with: Vulnerable Adults**

For the purposes of this application:

Are you a Volunteer or:

Are you in a Paid Role: **If ticked, please send a cheque for £33 made payable to Northern Diocese Vetting**

PART 2 – PSC Chair/Youth Club Leader in Charge to complete Declaration

Three documents must be produced; one from Group 1 and two from group 2, (please refer to the “Valid Identity Documents” list for information. I confirm that I have verified the applicant’s identity by checking the valid documents listed below, (please write the documents that you have verified below:

	Document Type	Document/Reference Number
1		
2		
3		
Signed: Catholic Church Identity Verifier		
Please print name:		
Date:		

PLEASE RETURN THE COMPLETED FORM TO:

The Registered Person Catholic Church Northern Dioceses Office, Good Shepherd Centre, 511 Ormeau Road, Belfast BT7 3GS
For all other information please contact the Vetting Office on Tel: 02890 492782, email vetting@soddc.org