

# Identity Document Schedule



| Category                   | Document Type   |
|----------------------------|---|
|                            | <b><u>Photo Identification</u></b>  |
|                            | Passport from country of citizenship  |
|                            | Irish Driving Licence or Learner Permit (new credit card format)  |
|                            | Irish Certificate of Naturalisation   |
|                            | National Identity Card (EU/EEA/Swiss Citizens)  |
|                            | <b><u>Proof of Address</u></b>  |
| <b>Credit Institutions</b> | Bank Statement from a recognised bank (not private money lenders or Revolut)                                      |
|                            | Building Society Statement  |
|                            | Credit Union Statement  |
|                            | Credit Union Passbook   |
| <b>Utility Providers</b>   | Utility Bill (i.e. gas, electricity, television, broadband, waste & TV licence – issued within the last 6 months) |
| <b>Government Bodies</b>   | Correspondence from government departments  |
| <b>Local Authorities</b>   | Letter from Local Council confirming residency  |

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# Proof of identity documentation

Over 18 applicants

## Proof of address documentation

- Must be dated within six months of the date the applicant signed the consent
- Address must be the applicants current address and match address on the NVB1 form
- Full name must be included
- Document must be on headed paper

## Proof of identity documentation

- Must be valid for of ID, current and not expired.
- Photograph must match the vetting subject and must be of high quality and clear.
- Name on the document must match the name on the NVB1 Form.
- Date of birth on the document must match the date provided on the NVB1 Form



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# Proof of Identity documentation

## Under 18 applicants

- Applicant must be under the age of 18
- Does not have documentation outlined in the accepted documentation table
- Two documents must be submitted, one document must be the birth certificate

| Identification   |
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| Birth Certificate  |
| Passport from a country of citizenship   |
| Written statement by a school principal confirming attendance (on school letterhead) |



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