Identity Document Schedule



Proof of identity documentation

This schedule lists the documentation that GNVB will accept when processing vetting applications.

Only the documents listed are acceptable.

Identity document schedule – Over 18 applicants

Category	Document Type
	Photo Identification
	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)
	Proof of Address
Credit Institutions	Bank Statement from a recognised bank (not private money lenders or Revolut)
	Building Society Statement
	Credit Union Statement
	Credit Union Passbook
Utility Providers	Utility Bill (i.e. gas, electricity, television, broadband, waste & TV licence – issued within the last 6 months)
Government Bodies	Correspondence from government departments
Local Authorities	Letter from Local Council confirming residency



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



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

Birth Certificate

Passport from a country of citizenship

Written statement by a school principal confirming attendance (on school letterhead)

