

Garda Vetting for Cork County Council

Process of confirming identity

Before the Garda Vetting process can commence, proof of identity and confirmation of current address is required. A 100 point checklist has been developed to ensure that this requirement is adequately met.

A person applying for Garda Vetting must complete the Cork County Council Garda Vetting form and present with original documentation which **MUST INCLUDE**:

- 1. a valid photo ID, and**
- 2. confirmation of address, and**
- 3. sufficient other documentation so the total for all documents adds up to 100 points from the list below.**

This documentation will be photocopied and returned. The photocopied identification documentation will be retained on Cork County Councils Garda Vetting file for the period that the Garda Vetting remains valid.

Persons seeking vetting should submit original documentation, using the checklist below, until they reach a score of 100 points.

100 Point Checklist		
Identification	Score	Tick
Irish driving licence or learner permit (new credit card format)	80	
Irish Public Services Card	80	
Passport (from country of citizenship)	70	
Irish certificate of naturalisation	50	
Birth certificate (full version)	50	
Garda National Immigration Bureau (GNIB) card	50	
National Identity Card for EU/EEA/Swiss citizens	50	
Irish driving licence or learner permit (old paper format)	40	
Employment ID		
• ID card issued by employer (with name and address)	35	
• ID card issued by employer (name only)	25	
Letter from employer (within last two years)		
• Confirming name and address	35	

Identification	Score	Tick
P60, P45 or Payslip (with home address)	35	
Utility bill e.g. gas, electricity, television, broadband (must not be less than 6 months old. Printed online bills are acceptable. Mobile phone bills are not acceptable)	35	
Public services card/social services card/medical card	25	
<ul style="list-style-type: none"> With photograph 	40	
Bank/Building Society/Credit Union statement	35	
Credit/debit cards/passbooks (only one per institution)	25	
National age card (issued by An Garda Siochana)	25	
Membership card		
<ul style="list-style-type: none"> Club, union or trade, professional bodies 	25	
<ul style="list-style-type: none"> Educational institution 	25	
Correspondence		
<ul style="list-style-type: none"> From an educational institution/SUSI/CAO 	20	
<ul style="list-style-type: none"> From an insurance company regarding an active policy 	20	
<ul style="list-style-type: none"> From a bank/credit union or government body or state agency 	20	
TOTAL (must add up to 100)		

Children under 18 years (any one of the following)	Score	Tick
<ul style="list-style-type: none"> Birth certificate (full version) 	100	
<ul style="list-style-type: none"> Passport 	100	
<ul style="list-style-type: none"> Written statement by a the Principal confirming attendance at educational institution on a letter head of that institution 	100	
Recent arrival in Ireland (less than 6 weeks)		
<ul style="list-style-type: none"> Passport 	100	
Vetting Subject is unable to achieve 100 points**		
<ul style="list-style-type: none"> Affidavit witnessed by a Commissioner for Oaths 	100	
TOTAL		