

The NI Squirrel Association



Access Northern Ireland Identity Validation Form



June 2016

Original Valid Identification Documents (see list overleaf) must be produced to your Group Scout Leader or Acting Group Scout Leader

I verify that I have checked the identity of:

Name of Applicant:

Date of Birth:

Appointment of Applicant:

Scout County: **District:** **Drey:**

Home Address:.....

Postcode: **Telephone:**

Email Address:

Date ID Check carried out:.....

I confirm:

I have seen the original ID documents as indicated overleaf.

I have explained to the applicant the significance of making a 'Barred list check application' should the applicant be on one of the barred lists.

I have the applicant's permission to progress with an application that involves the Barred list check.

The Disclosure and Barring Service keeps two Barred lists:

- People who are unsuitable for working with children
- People who are unsuitable for working with vulnerable adults

People on these lists are barred from regulated activity with children and vulnerable adults. It is a criminal offence for someone on these lists to work or apply to work in regulated activity.

Signed: **Name in Capitals:**

GSL or Acting GSL:

County: **District:** **Group:**

GSL / Acting GSL to complete both sides of this form and return along with the Application Form (SqAF/2016) to:

The Northern Ireland Squirrel Association, 109 Old Milltown Road, Belfast, BT8 7SP

Identity validation Form

Three documents should be produced in the name of the applicant; **one from Group 1 and two from Group 2**. If this is not possible, then **four documents from Group 2** should be produced, one of which being a birth certificate issued after the time of birth. At least one of these documents should be photographic identification.

GROUP 1

- Current passport (any nationality)
- Biometric Residence Permit (UK)
- Current driving licence (UK, ROI, Isle of Man, Channel Islands or any EU country)
- Original birth certificate (UK, Isle of Man or Channel Islands) issue at time of birth
- Original long form Irish birth certificate – issued at time of registration of birth
- Adoption certificate (UK, Isle of Man or Channel Islands)

GROUP 2

- Birth certificate (UK, ROI, Isle of Man or Channel Islands) issued after time of birth
- Marriage/Civil Partnership Certificate (UK, Isle of Man or Channel Islands)
- HM Forces ID card (UK)
- National Insurance Card or notification letter with NI number (UK)
- Firearms licence (UK and Channel Islands)
- Bank / Building Society Account Confirmation Letter
- Electoral ID card (NI only)
- EU National ID card
- Cards carrying the PASS Accreditation logo (UK and Channel Islands)
- Senior SmartPass (Translink) (NI only)
- Current UK driving licence (old paper version)
- Examination certificates (16-18 year olds only)
- Bank/Building Society Statement (UK or EEA)*
- Credit card statement (UK or EEA)*
- Utility Bill (UK or ROI)* – not mobile phone
- Benefit statement (UK)*
- Addressed payslip*
- Mortgage statement (UK or EEA)**
- Financial statement (UK)**
- P45/60 statement (UK and Channel Islands)**
- Land and Property Services Agency rates demand (NI only)**
- Work Permit/Visa (UK) (UK Residence Permit)**.
- Letter from a Head Teacher or Further Education College Principal (16-18 year olds in full time education – only to be used when other documentation routes are exhausted)**

* documentation must be less than 3 months old

** documentation must be issued within the last 12 months