



RECORD FORM

SECTION 1

SURNAME: _____ FIRST NAME: _____

ADDRESS: _____

POSTCODE: _____ COUNTRY: *Northern Ireland* *Republic of Ireland*

TEL. NO: _____ MOBILE NO: _____

D.O.B. _____ E-MAIL: _____

SECTION 2

PARISH: _____ DIOCESE: _____

PLEASE SPECIFY THE POSITION(S) THAT YOU ARE COMPLETING THIS APPLICATION FOR:

SECTION 3

Part (i):

Have you received an Access NI/Garda clearance for working in the Catholic Church prior to this application? YES NO *(please tick)*

Was it: Access NI Garda *(please tick)*

If you have answered *yes* please complete *part (ii)* below.

If you have answered *no* please go to *Section 4*.

Part (ii):

DATE OF CLEARANCE _____

POSITION(S) VETTED FOR: _____

PARISH: _____ DIOCESE: _____

SECTION 4

Have you previously been involved in voluntary work / working with children/young people/
vulnerable adults?

YES NO (please tick)

If yes, please give details: _____

Please give details of any qualifications or training you have undertaken that you think may be
relevant to this post: _____

SECTION 5

Please detail any medical conditions or allergies you have that we need to be aware of, which may
affect you carrying out some of the requirements of the post: _____

SECTION 6

Please provide the names and addresses of two people (*not relatives, your parish priest or the Local
Safeguarding Representative*) who have known you well and would be able to comment on your
suitability for this post.

Referee 1:

Name: _____

Address: _____

Tel No: _____

In what connection does this person know
you? _____

Referee 2:

Name: _____

Address: _____

Tel No: _____

In what connection does this person know
you? _____

DECLARATION:

*I confirm that the information I have given on this form is correct and complete, and I agree that you may contact the people
whose names I have given as referees. In accordance with the Data Protection Act 1998 in NI or in the ROI (delete as
appropriate) I give my consent for the information contained in this form to be processed and stored in accordance with
policy for the purposes of recruitment and employment.*

Signed: _____

Date: _____