



**Isle of Man**  
Government  
*Reiltys Ellan Vannin*

# Department of Home Affairs

*Rheynn Cooishyn Sthie*

## Isle of Man Vetting Bureau ID Declaration form

**FOR COMPLETION BY THE APPLICANT**

### Personal information

Title  Surname

First names

Date of Birth

Address

Town  Postcode

### Application information

Form ref. no.

Job title

Employer

***Please circle or tick the type of police check requested***

TYPE	BASIC	STANDARD	STANDARD	ENHANCED	ENHANCED
Payment	£25.00	£26.00	FREE	£44.00	FREE
Processor	Disclosure Scotland	Disclosure and Barring Service (DBS)	DBS <i>(Volunteer only)</i>	DBS	DBS <i>(Volunteer only)</i>

### Declaration

I consent to this form, and the information given on the Disclosure Scotland / Disclosure and Barring Service (DBS) application form, being held by the Isle of Man Vetting Bureau (the Bureau). I understand this information is held and processed by the Bureau in paper and digital formats and is solely used for administration purposes in accordance with the Data Protection Act 2002, and that the Bureau will not retain any other sensitive information that may be provided to the Bureau.

Signature  Date

# Isle of Man Vetting Bureau ID Declaration form

## FOR COMPLETION BY THE REGISTERED ID CHECKER

### Registered ID checker information

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Name

Organisation

Reg. No.

### Application information

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[A guide to eligibility for DBS checks](#) ref. number(s):

Please provide a brief explanation as to how this position fulfils the eligibility criteria.

**Please circle the following as appropriate**

Workforce

Other

Child

Adult

Child & Adult

Is the applicant working from their own home?

Yes

No

Is this a volunteer role as [defined by the DBS](#)?

Yes

No

Payment method

*Cheques/Postal Orders payable to "IoM Government".*

*Invoices by prior arrangement only.*

*Receipt of payment required for Journal transfers.*

Cheque /  
Postal  
Order

Invoice

Journal  
transfer

	<b>Identity documents</b> [ <i>photocopies required for Disclosure Scotland</i> ] ( <i>at least three documents are required under <a href="#">DBS ID guidelines</a>, one of which <b>must</b> confirm the applicant's current address</i> )	<u>Passports or Driving Licences</u> <u>only</u>	
		Number	Country
1			
2			
3			
4			
5			

### Declaration

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I confirm I have seen the original identity documents through a face to face interview with the applicant and, as far as reasonably possible, verified the veracity of the identity documents; the identity of the applicant; the correct completion of the Disclosure Scotland / Disclosure and Barring Service application form; and the correct completion of this ID declaration form.

Signature

Date