

# Identity Document Validation Form

Your Ref:

## Section 1: Photographic ID

- Is the photographic document, being relied upon, current and not expired?  Yes  No
- Is the photograph on the document a true likeness for the vetting subject?  Yes  No
- Is the photograph of high quality and clear?  Yes  No
- Is the date of birth on the document matching the date provided on the NVB1 Form?  Yes  No
- Is the name on the document exactly matching the name provided on the NVB1 Form?  Yes  No

## Section 2: Proof of Address

- Is the address document dated within six months of the consent date?  Yes  No
- Is the address on the proof of address document matching the address provided on the NVB1 Form?  Yes  No
- Is the vetting subject's name included on the proof of address document?  Yes  No
- Is the document acceptable as proof of address document, as per Identity Document Schedule?  Yes  No

## Section 3: NVB1 Form

- Is the NVB1 form dated and signed by the vetting subject?  Yes  No
- Is the role accepted to be relevant work or activity?  Yes  No
- Is the Consent Box ticked?  Yes  No

## Section 4: Document Confirmation

I have physically seen and retained/forwarded a copy of the following documents: (Please check all that apply)

- Completed NVB1 Form (original)  Yes  No
- Photographic ID document type: \_\_\_\_\_  Yes  No
- Document Reference No. \_\_\_\_\_
- Proof of address document type: \_\_\_\_\_  Yes  No

**If you have answered No to any of the above questions the vetting subject has not met the criteria to continue with the vetting process**

## Section 5: Validator Information

Validator's Name (PRINT NAME):

\_\_\_\_\_

Validator's Signature:

\_\_\_\_\_

Validator's Role:

\_\_\_\_\_

Validator's Contact Number:

\_\_\_\_\_

Date of Validation:

\_\_\_\_\_