

## Quick guide to the GAA eVetting application process

**Step 1:** Please print and fill in the following form. This is the GAA Vetting ID Form. We will arrange to meet so that I can collect the completed form and I will take copies of the original ID documents as per ID Form: <https://www.gaa.ie/api/pdfs/image/upload/jy0cycev9mvkus1tkka6.pdf>

**Note:** If applying using your phone, please switch to Desktop mode in page settings, as you won't see all application page options otherwise.

**Step 2:** To begin the online application process, please go to: <https://gaa.flowforma.com/Lists/Forms/NewForm.aspx?Flowd=7> and fill in the relevant details. Role applied for is "**Coach or Manager with players 18 years and under**" in the drop down menu. *Sample Form in page 2 below.*

**Step 3:** Scan and upload the two forms of ID, passport, drivers licence, etc. from Step 1 above, in the "Documentation Scanned and Attached" section at bottom of application webpage.

Click "**Submit**" at the bottom left of the page and that is this stage complete.

**Step 4:** Within a few days, you will receive an email reply from the Garda Vetting Bureau with a link attached. Go to this link and enter all your previous addresses. Complete this online form and submit. **N.B. Your application is complete ONLY after submitting this section.**

Please monitor emails for responses from Garda Vetting Bureau and the GAA eVetting office, for notice of vetting completion. You will receive an email from Garda Vetting Bureau to say that "A Disclosure has been made to the relevant organisation" which signals that the vetting process has been completed. Soon afterwards, you should receive an email from the GAA with your "Letter of Acceptance".

*It is only after receiving the "Letter of Acceptance" by email, that you are allowed to begin coaching with the GAA.*

You can track your application at this link: <https://vetting.garda.ie/Track>

Main GAA eVetting page with all links: <https://www.gaa.ie/the-gaa/child-welfare-and-protection/vetting>

If you have any issues or queries regarding the application process, please contact me on 087 9922119.

Regards,  
Tommy Martyn  
Childrens Officer  
Craughwell GAA Club.  
[Childrensofficer.craughwell.galway@gaa.ie](mailto:Childrensofficer.craughwell.galway@gaa.ie)

## Sample eVetting application form:

APPLICANT DETAILS  
STEP NO 2

### National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016

Under Section 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016, it is an offence to make a false statement for the purpose of obtaining a vetting disclosure.

Association \*

County Board to which your club is Affiliated? \*

Club \*

Please choose **only one** role title from the drop box below that closely matches the role that you have been allocated

Club Position/Role \*

Is your application related to Féile? \*  Yes  No

GAA Membership No.

First Name \*

Surname \*

Date of Birth \* 

Age

Email Address \*

Verify Email Address \*

#### Note for applicant

Please note all correspondence in relation to your Garda Vetting Application will be sent to this address. If under 18 the above email address must be that of the Parent/Guardian and this form will only be processed for the under 18's when this form is accompanied by a fully completed NVB 3 Parent/Guardian Consent form.

Address Line 1 \*

Address Line 2 \*

Address Line 3

County \*

Post Code

Country

Home phone

Mobile Phone \*

I have furnished my Club Children's Officer with, as a minimum, one piece of photographic identification and at least one document confirming my current address, which may be retained and referenced until such time as my application has been completed.

Documentation Furnished? \*  Yes  No

I have presented my Club Children's Officer with, as a minimum, one piece of photographic identification and at least one document confirming my current address, which I have scanned and attached to this application form. This information may be retained and referenced until my application has been completed.

Documentation scanned and attached? \*  Yes  No

\* Required

Submit