

# CRICKET IRELAND / ACCESS NI PIN NOTIFICATION AND ID VALIDATION FORM



## Applicant instructions

1. Go to [Apply online for an enhanced check through a registered body | nidirect](#)
2. Select the green button to 'Apply for an enhanced check through a registered body'.
3. Register your account by creating a user ID and password (keep these details safe as you will need them to track the progress of your case).
4. Once you have successfully logged in, you will be taken to the online application.
5. Enter the PIN number below at [Step 1](#) of the form completion:

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6. Complete the remainder of the form and click on **confirm and proceed** to finish the online process.
7. You must note below the 10-digit AccessNI reference number in the boxes below:

Application Reference<sup>1</sup>

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8. Return this form to Cricket Ireland to accompany your application.

## Identity Validation - \* TO BE COMPLETED AND SIGNED BY THE PERSON WHO CHECKS THE APPLICANT'S IDENTIFICATION DOCUMENTS \*

Three documents should be produced in the name of the applicant: **one from Group 1 and two from either Group 1 or 2a or 2b**. If this is not possible (any from Group 1), then **four documents from Group 2a and 2b** 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 and also show the applicant's current address.

### Applicant details as they appear on the ID documentation provided:

Full name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Current Address & Postcode: \_\_\_\_\_

**I confirm I have seen the original ID documentation as indicated on the attached sheet.**

Date of ID check: \_\_\_\_\_

Signed: \_\_\_\_\_

Name (Capitals): \_\_\_\_\_







Lead Officer for Access NI at: \_\_\_\_\_ Cricket Club

**Please confirm what role in the club this person will be undertaking (please tick):**

Coach	-	_____
Volunteer	-	_____
Administrator	-	_____
Umpire	-	_____
Scorer	-	_____

<sup>1</sup> This is the 10-digit case reference number provided on the confirmation page (Step 12) and email when the applicant completes their details on the Access NI on-line system.

## GROUP 1

-  Current passport (any nationality)
-  Biometric Residence Permit (UK)
-  Current driving license photo card (UK, ROI, Isle of Man, Channel Islands)
-  Original birth certificate (UK, Isle of Man or Channel Islands – including those issued by UK authorities overseas) issue at time of birth
-  Original long form Irish birth certificate – issued at time of registration of birth
-  Adoption certificate (UK, Channel Islands or ROI)









*\*\* documentation must be issued within the last 12 months >>>*

*\* documentation must be issued within the last 3 months >>>*

















*Must be valid (still in date) >>>*




**THIS FORM SHOULD BE COMPLETED AND SENT TO CRICKET IRELAND TO ACCOMPANY YOUR ON-LINE ACCESS NI APPLICATION.**

## GROUP 2a

-  Birth certificate (UK, ROI, Isle of Man or Channel Islands) issued after time of birth
-  Marriage/Civil Partnership Certificate (UK, ROI or Channel Islands)
-  HM Forces ID card (UK)
-  Current driving license photo card, full or provisional (all countries outside the UK excluding the Isle of Man and Channel Islands)
-  Current driving license - old paper version if issued before 1998 (UK, Isle of Man, Channel Islands or ROI)
-  Firearms license (UK, Isle of Man or Channel Islands)
-  Immigration document, visa, or work permit (issued by a country outside the UK – valid only for roles whereby the applicant is living and working outside of the UK. Visa/permit must relate to the country in which the role is based.
-  Electoral ID card (NI only)

## GROUP 2b

-  Mortgage statement (UK or ROI) \*\*
-  Financial statement for example ISA, pension, or endowment (UK or ROI) \*\*
-  P45/60 statement (UK or Channel Islands) \*\*
-  Land and Property Services Agency rates demand (NI only)\*\*
-  Council tax statement (UK and Channel Islands)\*\*
-  Credit card statement (UK or ROI) \*
-  Bank/Building Society Statement (UK, Channel Islands or ROI) \*
-  Bank/Building Society Statement – branch must be in the country where the applicant lives and works (countries outside the UK) \*
-  Bank/Building Society account opening confirmation letter (UK) \*
-  Utility Bill (UK or ROI) \* – not mobile phone\*
-  Benefit statement, for example Child Benefit, Pension, etc. (UK) \*
-  Government Agency or local council entitlement documentation i.e. dept. for work, pensions, employment service or HMRC (UK and Channel Islands)\*
-  EEA National ID card
-  Irish Passport Card (Cannot be used with an Irish Passport)
-  Senior SmartPass – Translink (NI only)
-  yLink card – Translink (NI only)

-  Cards carrying the Pass Accreditation logo (UK, Isle of Man and Channel Islands)
-  Letter from a Head Teacher or Further Education College Principal (UK - 16-19 year olds in full time education – only to be used when other documentation routes are exhausted)\*\*
-  Letter of sponsorship from future employment provider or voluntary organization (non-UK only – valid for applicants residing outside of the UK at time of application)

**DO NOT SEND IT TO ACCESS NI**