

Section 1: Offshore Agency to complete

For more information please see the [Guide for Offshore Agencies](https://www.police.govt.nz/sites/default/files/publications/nz-police-vetting-guide-for-offshore-agencies.pdf)
(<https://www.police.govt.nz/sites/default/files/publications/nz-police-vetting-guide-for-offshore-agencies.pdf>)

Name of offshore agency submitting vetting request

Name of the person being vetted

Description of the role of the person being vetted

This is a brief description of the role (not the job title). This is used by Police to help decide what type of vet is conducted.

Has your agency previously requested a New Zealand Police vet for this person?

☐ Yes

☐ No (skip the following question)

Is the person being vetted still working in the role for which your agency last obtained a Police vet?

If this request is a renewal of the person's previous vet for this role, please select Yes. Otherwise, answer no.

☐ Yes

☐ No – the person being vetted is applying for a new role or position

What is the job title of the person being vetted?

Evidence of identity (to be completed by offshore agency representative or identity referee)

[See guide for details on how to complete this section](#)

☐ A primary ID has been sighted (mandatory)

☐ A secondary ID has been sighted (mandatory)

☐ One form of ID is photographic (mandatory)

☐ Evidence of name change has been sighted (if applicable)

OR: *If your agency is able to accept a verified RealMe identity then:*

☐ An assertion of a RealMe identity has been received (see [guide](#) for further information)

In making this request, I confirm that:

- ✓ I have complied and will comply with the [Offshore Approved Agency Arrangement](#).
- ✓ I am satisfied as to the identity of the person being vetted.
- ✓ I have obtained the authorisation of the person being vetted to submit this vetting request as set out in section 3 of this form.

Offshore Agency Representative:

Name:

Date:

Signature:

Electronic signature

☐

Section 2: Person being vetted to complete and return to offshore agency

** Denotes a mandatory field*

Personal Information

Note the name you are most commonly known by is your primary name

* Family name (Primary)

* First/Middle name(s)

* Gender

* Date of birth

Place of birth
(Town/ City/ State)

* Country of birth

NZ Driver Licence number

Previous names if applicable

Please include other alias or alternate names; married name if not your primary name; previous/ maiden/ name changed by deed poll or statutory declaration. Please include ALL names (first, middle and last) for each alias/previous name.

Family name

First name

Middle names

Permanent residential address

* Flat/ Number/ Street

* Suburb

Post Code

* Town/ City

Section 3: Person being vetted to complete and return to offshore agency

Consent to release information (for New Zealand Police Vet)

I acknowledge and understand as follows:

1. The information about me that NZ Police may release in a vetting report can include:
 - a. Conviction histories.
 - b. Active charges and warrants to arrest.
 - c. Information subject to name suppression where that information is necessary to the purpose of the vet.
2. If I am eligible under the Criminal Records (Clean Slate) Act 2004, my conviction history will not be released **unless**:
 - a. Section 19(3) of the Clean Slate Act applies to this request (exceptions to the clean slate regime).Please see the [vetting website](#) for more information regarding the Clean Slate legislation and when your conviction history may be released.
3. Information provided in this consent form may be used to update New Zealand Police records.
4. I am entitled to a copy of the vetting report released to the offshore agency (to be provided by the offshore agency) and can request a correction of any personal information by contacting the Police Vetting Service.
5. Please notify the agency or the Police Vetting Service if you wish to withdraw your consent.

For further information about the vetting process, please see the [vetting website](#).

Authorisation of person being vetted:

- ✓ I confirm that the information I have provided in this form relates to me and is correct.
- ✓ I have read and understood the information above.
- ✓ I authorise New Zealand Police to disclose any personal information relevant to my application (as described above) to the agency making this request for the purpose of assessing my suitability.

Name:		Date:	
Signature:		Electronic signature	<input type="checkbox"/>