



## Application Form to Receive Volunteer Fee for National Police History Record Checks

This application form is for organisations with volunteers who meet the criteria for having National Police History Record Checks conducted at the volunteer rate.

### **ORGANISATION DETAILS**

Name of Organisation: .....  
Address: .....  
.....Postcode:.....

### **PERSON DECLARING VOLUNTEER STATUS**

Printed Name: .....Signature: .....Date: .....  
Position: ..... Contact Telephone No. ....

Note: The person named above will be responsible for signing the 'Declaration of Volunteer Status' on all 'Consent to check and release Tasmania and National Police History Record' forms.

Alternatively if the organisation has facilities in various locations, the names of the persons responsible for signing the 'Declaration of Volunteer Status' on 'Consent to check and release Tasmania and National Police History Record' forms in those locations, together with signatures, positions, contact details and the location should be attached to this application.

Please complete:

Will the volunteers receive any form of payment for the services that they perform for the organisation? Reimbursement of direct expenses eg petrol expenses, will not disqualify the individual from receiving the reduced charge.

Please circle:    YES    NO

Describe the client group with whom the volunteers will work:.....

*Please provide additional details if it will assist your application.*

### **Important Note:**

Tasmania Police advises organisations in writing if they are approved to access the volunteer fee rate. Organisations cannot receive this rate without specific authorisation from Tasmania Police.

Requests for National Police Records Checks for volunteers should not be forwarded to Tasmania Police until the organisation is advised of the outcome of the application.

Although an organisation may have authorisation to conduct National Police History Records Checks at the volunteer rate, National Police History Record Checks on current and prospective paid employees of the organisation are subject to the full fee.

Attempts to access the volunteer rate for employees receiving payment for their employment, may result in the cancellation of the volunteer rate or service to the organisation.

**Please return this form (with attachments if required) by mail to:**

**Criminal History Services  
Operations Support  
GPO Box 308  
Hobart TAS 7001**

**If you require further information regarding this application please contact 6230 2928 or 6230 2929 during business hours**