



Dear Candidate,

Thank you for your enquiry regarding registration with Sandra Cooney's Home Care

Please complete the enclosed registration form and return it to the address below along with the following documentation:

- 1). Copy of your Passport (original to be brought to interview)
- 2). Copy of Drivers Licence (original to be brought to interview)
- 3). Copy of your GNIB card (original to be brought to interview)
- 4). 1 passport photograph
- 5). Copies of your training certificates (see application for a list) (Originals to be brought to interview)
- 6). PPS Number and bank details. (to be brought to interview)
- 7). Garda Vetting Form to be completed in **black** ink and returned with application. A €15 euro cheque, cash or postal order made payable to Sandra Cooney's Home Care **MUST** also be returned with completed application form.
- 8). Please complete both sides of Garda Vetting form sign name and print underneath
- 9). Please make sure all address from birth to present are included as well as any change of name (including maiden name)

Once we have received the relevant documentation and verified your references we will contact you to arrange an appointment for interview in our offices.

Yours sincerely,

Sandra Cooney's Home Care