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|  | Tasmania Police  **Application to receive Volunteer Fee for National Police Record Checks** |

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

Tasmania Police will advise organisations in writing if they are approved to access the volunteer fee rate. Requests for National Police Record Checks for volunteers should not be submitted until the organisation is advised of the outcome.

**Organisation Details**

Name of Organisation

Address Suburb Postcode

Describe the client group with whom the volunteers will work, or services provided:(please attach additional details if it will

assist your application)

Will the volunteers receive any form of payment for the services that they may perform for the organisation?

Reimbursement of direct expenses e.g. petrol expenses, will not disqualify the individual from receiving the reduced

charge.

No

Y es

Yes

Please note that although an organisation may be authorised to seek National Police Record Checks at the

volunteer rate, National Police Record Checks on current and prospective paid employees of the organisation

are subject to the full fee.

**Note:**

If approved, organisations will receive a Unique Identifier (UID) from Criminal History Services. Should

you wish to have an individual UID for each location or administrative branch please submit a separate request.

Delegates from approved organisations will be required to record their UID on all signed ‘Consent to Check

and Release a National Police Certificate’ Forms. Failure to record the UID may result in the full fee being

applied.

**Person Declaring Volunteer Status**

Printed Name Signature

Position Phone Number Date

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

[Criminal.history.services@police.tas.gov.au](mailto:Criminal.history.services@police.tas.gov.au)

For further information contact 6173 2928 or 6173 2929 (during business hours).