

Procedures for On-Line Applicants –

- ⇒ Go to Checkback International web page and click on icon “Apply OnLine”
Or click on this link -
http://www.checkbackinternational.com/apply_online/
- ⇒ You will be asked for a Access Code – the code for your application is *abcd01*
then press submit
- ⇒ This will bring you into the Welcome screen, it will state on the top line
Welcome to the ‘clients name’ Standard application form
- ⇒ This is where you (the applicant) then proceed to fill in all your information.
You click on **New Application** and just follow the procedures through out the application form, where you fill in their personal details, name history, address history and then you go through your work and employment history.
- ⇒ When you come to the [Authorization form](#),
 1. You must click on the statement saying they have read and accept the above statement
 2. Then you must [print off](#) this page, it must be sign and witnessed
 3. CBI must receive this page back signed and witnessed – this can be sent to ‘POC’ in ‘clients name’ or directly to us here in Checkback by

Email: info@checkbackinternational.com

Fax: 00353 1 4568181

Post: Checkback International Ltd., 5B Carriglea Business Park, Naas road,
Dublin 12.

We can not start any application until we have received this signed consent.

- ⇒ Applicants are requested to keep an account of their application number for further dealings, where necessary.