


Please read the criteria and instructions overleaf (Page 3) carefully before completing this application form

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|---|---|--|-----------------------------|
|  | <h2 style="margin: 0;">JUSTICE OF THE PEACE APPLICATION FORM</h2> | Attach Photograph Here | |
| A. APPLICANT INFORMATION | | | |
| LAST NAME : | | | |
| FIRST NAME : | | | |
| MIDDLE NAME : | | | |
| MARITAL STATUS : Single Married Divorced Widowed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |
| NATIONALITY : | | TRN : | |
| DATE OF BIRTH : | | | |
| CONTACT INFORMATION | | | |
| RESIDENTIAL ADDRESS : _____ | | | |
| _____ | | | |
| Tel # : | | | |
| E-MAIL ADDRESS : | | | |
| B. EMPLOYMENT INFORMATION | | | |
| OCCUPATION : _____ | | | |
| NAME OF ORGANIZATION : _____ | | | |
| ADDRESS: _____ | | | |
| Tel #: | | | |
| C. EDUCATION | | | |
| INSTITUTION (S) | FINAL YEAR OF STUDY | LEVEL ATTAINED OR CERTIFICATION RECEIVED | |
| | | | |
| | | | |
| | | | |
| | | | |
| D. COMMUNITY SERVICE | | | |
| Organization / Type of Community Service | Role/ Nature of Involvement | Location City/Country | Period Involve (month/year) |
| | | | |
| | | | |
| | | | |

E. OTHER INFORMATION

NEXT OF KIN : _____

ADDRESS: _____ Tel# _____

RELATIONSHIP: _____

SPECIFY AREAS OF INTEREST FOR VOLUNTARY SERVICE (Tick the appropriate item /s)

- Communities Health & Wellness (Mini Health Fairs)
- Deportees Processing
- Court Related Matters (Petty Session Court/Drug Court/Children Court, Other)
- Educational Activities
- Lock-Up Visitation
- Mentorship
- Sick & Shut-Ins Visitation (Of Justices of the Peace)
- Spirit Licensing Authority (Court)
- Support of Abandoned Inmates (Prison)
- Victim Support
- Mediation
- Restorative Justice
- Child Diversion

1. Have you previously submitted a Justice of the Peace Application Form?

- Yes No

1b. If YES, please state when: _____

2. Have you ever been charged or convicted of a criminal offence? Yes No

3. Are you currently involved, or expect to be involved in any litigation in the near future?

- Yes No

4. Are you in default of a family support obligation? Yes No

5. Are you the subject of any current court order? Yes No

5b. If you answered "Yes" to any of these questions, please provide a detailed explanation.

6. Please provide information on any employment or community-related recognition or awards.

7. Would you be willing to participate in mandatory training and educational courses from time to time?

- Yes No

8. Are you aware that you will be required to pay for the replacement of your Seal in the event that negligence resulted in its loss or damage? Yes No

9. Would you agree to have a discrete investigation done on you?

- Yes No

Applicant's Signature

Date of Application

FOR OFFICIAL USE ONLY

| <u>Name</u> | <u>Position</u> | <u>Date</u> |
|-------------|-----------------|-------------|
| | | |
| | | |
| | | |

GUIDELINES FOR JUSTICE OF THE PEACE APPLICATION FORM

Please read carefully before completing the application form.

- (I) Photocopied applications will not be accepted.
- (II) In order for the application to be considered, the Applicant must be:
 - A Jamaican citizen who is resident in Jamaica at the time of appointment, and is able to read and speak English fluently;
 - Be at least 23 years old;
 - A person of unquestionable integrity and who commands the respect and confidence of the local community;
 - A person who has given good service to the community and the wider Jamaica and who demonstrates the potential for continued service; and
 - Able to communicate and interact at all levels and with all types of individuals in his/her community.

The following **MUST** be submitted with the application:

1. Proof of birth date –
 - i. A certified photocopy of applicant’s Birth Certificate, OR
 - ii. A certified photocopy of the page of the applicant’s Jamaican Passport which carries the date of birth
2. Proof of ALTERNATIVE Surname / Any other name(s) –
 - i. A certified photocopy of Marriage Certificate is required if Surname on application is different from Surname on Birth Certificate and/or Passport due to marriage.
 - ii. A certified photocopy of Adoption Licence/Order is required if Surname on application is different from Surname on Birth Certificate and/or Passport due to adoption.
 - iii. A certified photocopy of Deed Poll is required if any name on application is different from any name on Birth Certificate and/or Passport due to change of name.
3. Two (2) letters of Recommendation from any of the following categories of persons:
 - Pastor
 - Justice of the Peace
 - Senior Police Officer
4. Two (2) certified passport-sized photographs **MUST** be presented along with this form.

They must be professionally produced photographs taken not more than six (6) months prior to the application. The photographs should be taken in colour.

Certification of the photographs and documents can be done by an Attorney-at-Law, Justice of the Peace, Bank Manager, Credit Union Manager, Clerk of Courts, Marriage Officer, Dental Surgeon, Medical Practitioner, Police Officer (Gazetted Ranks), Passport Officer or Principal (Primary, Secondary & Tertiary Educational Institutions). Please note that the official who certifies the photographs and documents cannot be a member of the family of the Applicant and must have been personally acquainted with the Applicant for a period of not less than five (5) years. The certification must be done on the reverse side of each photograph with the following inscription above his/her signature: I certify that this is a true photograph of (Insert applicant’s name and date of certification).

5. **The completed Application Form must be submitted to the Custos of the Parish in which the Applicant reside or work.**