

# Volunteer Application Form



## CURRENT BLUE CARD HOLDERS

STEP 1. Fill out the Volunteer application form.

STEP 2. If you **already** have an online account simply fill out the volunteer application form and email it to [admin@bluelightqld.org](mailto:admin@bluelightqld.org)

STEP 3. If you **don't** already have an online account, register for one - [Click Here](#) or got to <https://my.bluecard.qld.gov.au/account>

STEP 4. During the online application, you will receive an **Account Number**. Take note of this number on your volunteer application form.

STEP 5. Email it to [admin@bluelightqld.org](mailto:admin@bluelightqld.org)

**IMPORTANT NOTICE** Under the new **No Card, No Start** Laws, you cannot begin working with children until your Blue Card is issued and linked to the organization that you will work for.

## APPLYING FOR A NEW BLUE CARD or EXEMPTION CARD

STEP 1. Register for an Online Account - [Click Here](#) or got to <https://my.bluecard.qld.gov.au/account>

STEP 2. During the online application, you will receive an **Account Number**. Take note of this number.

**Note: For Exemption Cards** – When asked “Are you working or volunteering with children outside your professional duties as a police officer”. Please select “YES” (as it is considered that whilst volunteering with us, you are a QBLAI Volunteer).

STEP 3. Next, complete your Volunteer Application attached below.

**FOR CIVILIAN VOLUNTEERS - COMPLETE SECTION A ONLY**

**FOR SERVING POLICE OFFICERS – COMPLETE SECTION B ONLY** – feel free to copy paste the table into an email with this information completed, as it does not require a signature.

STEP 4. QBLAI needs to link your account – this requires your completed volunteer application form.

- Note - your blue card cannot be processed until you have been Linked to our Organisation in the new Blue Card Online System.

STEP 5. Once State Office has received your volunteer registration form, we will Link you to the organisation in the Blue Card Online System. This should never take more than a day to process.

STEP 6. Once we have linked you, you will receive a notification to return to Online Application to finalise the process. [Click Here](#) to **Finalise your application** or got to <https://my.bluecard.qld.gov.au/account>

## RENEWING YOUR BLUE CARD

STEP 1. Register for an Online Account - [Click Here](#) or go to <https://my.bluecard.qld.gov.au/account> if not previously done

STEP 2. Once you have an online account, you will now be able to renew your Blue Card online.

STEP 3. If you are not already linked to QBLAI- Please email us your Blue Card number & DOB so we can ensure you are linked to QBLAI [admin@bluelightqld.org](mailto:admin@bluelightqld.org)

### QUICK TIP

Make sure your expiry dates are monitored closely. Renewal applications must be submitted **before they expire** to enable volunteers and students to continue working. If your card expires, you will need to complete the full registration process again.

# Volunteer Application Form



## SECTION A - Civilian Volunteer Information

First Name		Surname	
Phone		Mobile	
Email		Date of Birth	
Do you identify as Aboriginal or Torres Strait Islander?			<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have any pre-existing medical conditions that may affect your ability to carry out your volunteer duties with Blue Light? If YES, please provide details:			<input type="checkbox"/> YES <input type="checkbox"/> NO
If YES, please provide details			
Blue Card Number		Expiry Date	
Blue Card Online Account No		<b>REQUIRED</b> A Blue Card Account number is issued in the final stages of your online application for a Blue Card	

## Volunteer Emergency Contact Details

Full Name		Relationship	
Phone		Mobile	

## Volunteer Signature

*I certify that the information stated in this application is true and correct in all detail. I fully understand that any false, misleading, or incomplete information stated by me in this application may lead to immediate separation from the QBLAI.*

<b>Signed</b>		Date	
<b>Signed by Parent/Guardian: (If under 18)</b>		Date	

## Proof of Identity – to be sighted by below Serving Police Officer.

*Information collected on this form will not be used or disclosed other than to assess your suitability for a voluntary position with QBLAI. Before your application can be processed you will need to present original photo ID to confirm your identity.*

## Branch Coordinator / Serving Police Officer Approval

I have sighted an original document with photo ID for the above-named applicant

<b>Signed by Police Officer</b>		Date	
Police Officer Name			
Affiliated Branch or EDGE Program Location			

## SECTION B - Police Volunteer Information

(QPS Officers are only required to complete this section to be linked to Blue Card Services)

First Name		Surname	
Police Branch		Date of Birth	
Blue Card / Exemption Card No.		<b>REQUIRED</b> A Blue Card Account Number is issued in the final stages of your online application for a Blue Card	
Blue Card Online Account No.		Expiry Date:	
Do you identify as Aboriginal or Torres Strait Islander?			<input type="checkbox"/> YES <input type="checkbox"/> NO

Please return **completed and signed** form to State Office for processing.

Email: [admin@bluelightqld.org](mailto:admin@bluelightqld.org)