

## National Police Check - Minimum Proof of Identity Documents

To meet the minimum proof of identity document requirements, you must provide four identity documents. There are three categories of identity documents and a list of documents acceptable is under each category, on the next page.

You need to provide:

- one **commencement of identity** document
- one **primary use in the community** document
- two **secondary use in the community** documents

The combination of the identity documents collected must contain your:

- full name
- date of birth
- photograph

If a photograph is not provided on the identity documents presented, a passport-style photograph certified by a person listed in Schedule 2 of the Statutory Declarations Regulations 1993 (Cth) can be accepted, in addition to the four required documents.

**Each identity document:**

- **may only be used once**
- must be current
- must be in your legal name
- must be clear and readable

If one or more of your identity documents is in a former name (e.g. maiden name), then you must provide evidence of the name change **in addition** to the four identify documents (e.g. marriage certificate).

You must upload your Identity Documents into the Crim check system when you are sent the link

**Commencement of identity documents : One (1) Document needed**

- (a) full **Australian birth certificate** (not an extract or birth card)
- (b) **Australian Citizenship Certificate**
- (c) **Australian visa** current at time of entry to Australia as a resident or tourist, supported by a foreign passport, which is needed for verification
- (d) **ImmiCard** issued by Department of Home Affairs that enables the cardholder to prove their visa and/or migration status and enroll in services
- (e) current **Australian passport** not expired



**Primary use in the community documents : One (1) Document needed**

- (a) current **Australian drivers licence**, learner permit or provisional licence issued by a State or Territory, showing a signature and/or photo and the same name as claimed
- (b) **Australian marriage certificate** issued by a State or Territory (church or celebrant-issued certificates are not accepted)
- (c) current **passport** issued by a country other than Australia with a valid entry stamp or visa
- (d) current **proof of age** or **photo identity card** issued by an Australian Government agency in the name of the applicant, with a signature and photo
- (e) current **shooters** or **firearms licence** showing a signature and photo (not minor or junior permit or licence)
- (f) for persons under 18 years of age with no other Primary Use in Community Documents, a current **student identification card** with a signature or photo.
- (g) current **Australian passport** not expired
- (h) **ImmiCard** issued by Department of Home Affairs that enables the cardholder to prove their visa and/or migration status and enroll in services

**Secondary use in the community documents: Two (2) Documents needed**

- (a) **certificate of identity** issued by DFAT to refugees and non-Australian citizens for entry to Australia
- (b) **document of identity** issued by DFAT to Australian citizens or persons who have the nationality of a Commonwealth country for travel purposes
- (c) **convention travel document secondary** (United Nations) issued by DFAT
- (d) **foreign government issued documents** (for example, drivers licence)
- (e) **Medicare card**
- (f) **enrolment with the Australian Electoral Commission**
- (g) **security guard** or **crowd control photo licence**
- (h) **evidence of right to an Australian government benefit** (Centrelink or Veterans' Affairs)
- (i) **consular photo identity card** issued by DFAT
- (j) **photo identity card** issued to an officer by a police force
- (k) **photo identity card** issued by the Australian Defence Force
- (l) **photo identity card** issued by the Australian government, or a State or Territory government (this may take the form of a Working with Children/Vulnerable People Card or a government occupational licence)
- (m) **Aviation Security Identification Card (ASIC)**
- (n) **Maritime Security Identification card (MSIC)**
- (o) **credit reference check**
- (p) **Australian tertiary or secondary student photo identity document**
- (q) **Australian tax file number**
- (r) certified **academic transcript** from an Australian university
- (s) **trusted referees report**
- (t) **bank card, credit card or bank statement** (without recording the payment card numbers)
- (u) **State/territory government rates assessment notice or Australian Taxation office assessment notice;** Must not be issued more than 12 months prior to use
- (v) **Firearms licence**
- (w) **Australian Utility Bill** showing name and address
- (x) **Australian private health insurance card**
- (y) **Australian trade association card**

