

Minimum proof of identity requirements

An applicant must provide **four** documents against the following categories:

- **One commencement of identity document**
- **One primary use in the community document**
- **Two secondary use in the community documents**

Minimum identity requirements

The documentation provided must include evidence of the applicant's **full name**, **date of birth** and a **photograph**. The commencement and primary documents provided must include a photo of the applicant. If the commencement and primary documents do not include a photograph, a passport-style photograph is required and must be certified by a person listed in Schedule 2 of the Statutory Declarations Regulations 1993 (Cth).

Change of name

If the applicant provides identity documents using a former name, they must provide evidence of a name change. This means providing a **change of name certificate** issued by the Australian Registry of Births, Deaths and Marriages or an **Australian marriage certificate** issued by a state or territory, in addition to the four identity documents. Church or celebrant-issued certificates are not accepted.

COMMENCEMENT OF IDENTITY DOCUMENT

ONE of the following documents will be accepted:

- full **Australian birth certificate** (not an extract or a birth card)
- current **Australian passport** (not expired)
- **Australian visa** current at time of entry to Australia as a resident or tourist
- **ImmiCard** issued by Immigration and Border Protection that enables the cardholder to prove their visa and/or migration status and enroll in services
- **certificate of identity** issued by Foreign Affairs and Trade to refugees and non-Australian citizens for entry to Australia
- **document of identity** issued by Foreign Affairs and Trade to Australian citizens or persons who have the nationality of a Commonwealth country for travel purposes
- certificate of **evidence of resident status**

PRIMARY USE IN THE COMMUNITY DOCUMENT

ONE of the following documents will be accepted:

- 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
- **Australian marriage certificate** issued by a state or territory (church or celebrant-issued certificates are not accepted)
- current **passport issued by a country other than Australia** with a valid entry stamp or visa
- 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
- current **shooters** or **firearms licence** showing a signature and photo (not minor or junior permit or licence)
- 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

SECONDARY USE IN THE COMMUNITY DOCUMENT

TWO of the following documents will need to be provided:

- **Medicare card**
- **bank card** (must be from separate financial institutions if providing more than one)
- **credit card** (must be from separate financial institutions if providing more than one)
- **credit reference check**
- **photo identity card** issued by the Australian Government or a state or territory government
- **evidence of right to an Australian government benefit** (Centrelink or Veterans' Affairs)
- **enrolment with the Australian Electoral Commission**
- **Australian tertiary student photo identity document**
- certified **academic transcript** from an Australian university
- **Australian secondary student photo identity document**
- **Aviation Security Identification Card**
- **Maritime Security Identification card**
- **photo identity card** issued to an officer by a police force
- **photo identity card** issued by the Australian Defence Force
- **security guard or crowd control photo licence**
- **foreign government issued documents** (for example, drivers licence)
- **certificate of identity** issued by Foreign Affairs and Trade
- **document of identity** issued by Foreign Affairs and Trade
- **convention travel document secondary** (United Nations) issued by Foreign Affairs and Trade
- **consular photo identity card** issued by Foreign Affairs and Trade
- **trusted referees report**

Special provisions for applicants unable to meet the minimum identity requirements

Most applicants can meet the [minimum proof of identity requirements](#). However, in some cases, applicants may find it difficult to provide or get the necessary evidence to identify themselves in line with minimum requirements.

In these cases, the ACIC has an exceptional circumstances approach which allows you to use special provisions to verify the identity.

Please contact InterCheck Support team for further assistance with the special provisions for proof of identity.