

## Proof of identity requirements

As part of the enrolment process, proof of identity (POI) needs to be established. Applicants must show POI to verify their name and signature.

A valid photographic Australian driver's licence or learner's permit will satisfy the POI requirements. People without a driver's licence will need to provide POI documents.

## POI documents

To satisfy these POI requirements, you must provide either:

- one full POI document; or
- one primary plus one secondary POI document.

You must provide the original documents or certified copies.

At least one document **must** show your signature.

## Acceptable full POI documents – no other proof required

You can prove your identity with any one of the following current full POI documents:

- photographic driver's licence or learner's permit issued within Australia;
- Australian passport (not expired more than two years);
- document of identity issued by the passport office;
- Australian Defence Force photographic identity card;
- Federal or Western Australian police officer photographic identity card;
- Police Warrant Card;
- Western Australian Photo Card issued by DoT;
- Marine Certificate of Competency carrying a photograph of the holder; or
- Western Australian photograph (security) licence issued by or cleared with the Western Australian Police Service.

If you have changed your name, you must provide documentary evidence that clearly shows the link between your birth name and your current name.

If you cannot provide full POI documents you must provide one primary AND one secondary POI document.

## Acceptable forms of primary identification:

- overseas passport (not expired more than two years);
- Australian citizenship or naturalisation document or immigration papers issued by the Department of Immigration and Multicultural and Indigenous Affairs, and local government and ethnic affairs documents issued by a passport office;
- Western Australian Firearm Licence;
- birth certificate, or an extract of the birth certificate (must be a certified copy from the issuing body);
- consular photo identity card issued by the Department of Foreign Affairs and Trade;
- Certificate of Aboriginality issued by an organisation (for example, Land Council) recognised by the Aboriginal and Torres Strait Islander Commission;
- photographic licence issued by an Australian driver licensing authority (which can have expired within the last two years);
- security licence (which can have expired within the last two years); or
- evidence of resident status issued by the Department of Immigration.

## Acceptable forms of secondary identification:

- current entitlement card issued by a Commonwealth government department (for example, a Medicare card);
- current card or account card from a bank, building society or credit union;
- passbook or account statement from a bank, building society or credit union (not more than 12 months old);
- telephone, gas or electricity account (not more than 12 months old);
- water or local rate notice or land valuation notice (not more than two years old);
- electoral card or other evidence of enrolment (not more than two years old);
- armed services discharge papers (not more than two years old);
- certificate or statement of accomplishment or enrolment from a recognised educational institution; or
- letter (not more than 12 months old) from the principal of a recognised educational institution.