

## Identification Documents

### Primary identification with photo

(One to be provided)

Acceptable Document <i>(current unless concession stated)</i>	Verifiable Details
Driver's Licence <i>(issued by an Australian State/Territory or by the Commonwealth)</i> <i>(If providing a certified copy ensure to include both sides and all information can be read)</i>	Full name Date of birth Residential address Photo
Australian Passport Current or less than 2 Years Expired	Full Name Date of Birth Photo
Proof of Age Card <i>(issued by an Australian State/Territory or by the Commonwealth)</i>	
Foreign Passport or Travel Document	

### Primary identification without photo plus Secondary identification

(One of each to be provided if the 'Primary identification with photo' as listed above is not available)

Primary identification without photo	
Acceptable Document <i>(current unless concession stated)</i>	Verifiable Details
Birth Certificate or Birth Certificate Extract *1	Full name Date of birth
Australian Citizenship Certificate	
Change of Name Certificate <i>(issued by an Australian State/Territory or by the Commonwealth)</i>	
Australian Government Pension Card <i>(Benefits)</i>	Full Name Residential Address
Secondary identification without photo	
Acceptable Document <i>(current unless concession stated)</i>	Verifiable Details
Council Rates Notice or Public Utility Records ie Power, Water, Gas <i>(less than 3-Months old)</i>	Full Name Residential Address
Property Lease/Rental Agreement	
Notice issued by the Australian Tax Office <i>(within the last 12 months)</i>	
Commonwealth Seniors Health Card	Full Name Date of Birth
Student Identification Card <i>(with photo issued by the school or tertiary education institution)</i>	

\*1 If current name different to that on Birth Certificate or Birth Certificate Extract, also provide document verifying the change. e.g. Marriage Certificate

# Identification Documents

## Information Sheet



### **By Churches of Christ Foundation (the Foundation) staff:**

We can verify identity from the original document/s by completing the Checklist – ID Verified – Foundation form. Documents in a foreign language not understood by us must be translated into English by an accredited translator.

### **By original certified copy:**

Copy is to be certified as a true copy by any person who is entitled to witness under the Commonwealth of Australia Statutory Declaration as defined in the Statutory Declarations Regulations 2018 such as Justice of the Peace, Commissioner of Declarations, Police Officer, Minister of religion registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961

Please ensure that the copy is very clear and includes all the verifiable information. e.g. both sides of the Driver's Licence.

We must be able to read all information on the certified copy. The original certified copy is to be posted or hand delivered to our Kenmore office. A copy of the certified copy such as a fax or an attachment to an email will not be accepted.

Documents in a foreign language must be accompanied by a copy translated into English by an accredited translator.

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