



# Identity verification form

## Your identity document requirements

You **must** present **one** primary document from the list.

Does your primary document contain **both** a photo **and** your current residential address?

Yes **▶** no additional identification is required.

No **▶** you must also supply one secondary document that contains your current residential address.

To verify your identity, the details in section A and B must **exactly match** your identification documents including full given name, no initials.

## Primary identification documents

- Australian driver licence or learner permit (current)
- Australian passport (current or expired within the last 2 years)
- International passport (current) (in English or with NAATI translation)
- Proof of age card / NSW photo card (current and government issued)
- Centrelink pension card (current)
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## Secondary identification documents with residential address

- Utility bill or council rates notice (less than 3 months old)
- Taxation notice or Centrelink statement (less than 12 months old)

## How to lodge your application at Australia Post

1. Complete this form and bring it with your original identification documents to any participating post office. To find the nearest participating post office, please call 13 13 18 or go to [auspost.com.au/pol](http://auspost.com.au/pol)
2. Do not complete section C, your signature must be witnessed by the Australia Post verifier.

**Please use black ink and print within the boxes in block letters**

## A. Details of applicant

Title (eg Mr, Mrs, etc)

Family name / surname



Given name(s) (full name no initials)

Date of birth (DDMMYYYY)

Contact phone number



## B. Current residential address of applicant (must be an Australian residential address not a PO Box)

Unit number / street number / street name (with a gap between numbers and words)

Suburb / locality

State

Postcode




## C. Declaration by applicant

**Do not sign until you lodge this form at Australia Post**

**Your signature must be witnessed by the Australia Post verifier.**

I acknowledge that the information on this form is true and correct. The details on this form have been completed by me and not another person.

**Please sign in black ink**

Applicant to sign at Australia Post

Date (DDMMYYYY)

**Privacy notice** - Australia Post collects your personal information as an agent for the organisation / government agency indicated above in order to process your application, including the verification of your identity on their behalf. Your personal information will be disclosed to the organisation / government agency to fulfil this purpose. Without this information Australia Post would be unable to provide this service.

Your personal information is handled in accordance with Australia Post's Privacy Policy which outlines how to access and / or correct your personal information or make a privacy related complaint. You may contact the Privacy Contact Officer, Australia Post, GPO Box 1777, Melbourne, Vic, 3001 for privacy related queries.

## D. Australia Post use only

I confirm that I have sighted original documentation that verifies the applicant's name, date of birth and / or residential address as required.

Verifier's name

Verifier's signature

Comments

Date (DDMMYY)

Work centre code

Identity verified by

