



Point to Point Industry Assistance Proof of Identity Fact Sheet

Proof of Identity (POI) Documents

| | |
|--|---|
| <p>Primary documents Applicant must produce a minimum of one (1) primary document</p> <p>70 points</p> | <p>Documents</p> <ul style="list-style-type: none"> • Full Australian Birth certificate (not an extract) • Birth card issued by the New South Wales Registry of Births, Deaths and Marriages • Australian Citizenship certificate • Current passport • Expired passport which has not been cancelled and was current within the preceding two (2) years • Other document of identity having the same characteristics as a passport (e.g. this may include some diplomatic documents and some documents issued to refugees) |
| <p>Secondary documents Any one (1) secondary document to be produced</p> <p>40 Points</p> <p>Name to be verified against a document in this category (but only where they contain a photograph or signature that can be matched to the candidate).</p> | <p>Document must have a photograph and a name</p> <ul style="list-style-type: none"> • Driver licence issued by an Australian State or Territory • NSW Photo Card • Licence or permit issued under a law of the Commonwealth, a State or Territory Government (e.g. a boat licence) • Identification card issued to a public service employee • Identification card issued by the Commonwealth, a State or Territory Government as evidence of the person's entitlement to a financial benefit • An identification card issued to a student at a tertiary education institution |
| <p>25 Points</p> <p>Name and address to be verified against a document in this category</p> | <p>Document must have a name and address on</p> <ul style="list-style-type: none"> • A document held by a cash dealer giving security over your property • A mortgage or other instrument of security held by a financial body • Council rates notice • The Electoral roll compiled by the Australian Electoral Office and available for public scrutiny • Document from your current employer or previous employer within the last two years • Land Titles Office record • A document from a rating authority (e.g. land rates) • Document from the Credit Reference Association of Australia |
| <p>25 Points</p> <p>Name and signature to be verified against a document in this category</p> | <p>Document must have a name and signature on</p> <ul style="list-style-type: none"> • Marriage certificate (for maiden name only) • Credit card • Medicare card (signature not required on Medicare card) • EFTPOS card |
| <p>25 Points</p> <p>Name and address to be verified against a document in this category</p> | <p>Document must have a name and address on</p> <ul style="list-style-type: none"> • Records of a public utility - phone, water, gas or electricity bill • Records of a financial institution • A record held under a law other than a law relating to land titles • Lease/rent agreement • Rent receipt from a licensed real estate agent |
| <p>25 Points</p> <p>Name and date of birth to be verified from this document</p> | <p>Document must have name and date of date of birth on</p> <ul style="list-style-type: none"> • Record of a primary, secondary or tertiary education institution attended by you within the last ten (10) years • Record of professional or trade association of which you are a member |



Point to Point Industry Assistance

Proof of Identity Fact Sheet

Applying as a Corporation

You will need to provide the following documents with your application form. All supporting documents **must** be certified as a true copy of the original either by an Australian Legal Practitioner (Solicitor or Barrister) or a Justice of the Peace (must show registration number).

- Copy of the eligible taxi or hire car licence/licences (if applicable)
- 100 points of proof of identity documents for the nominated director/company secretary, including one primary document. The name/names identified on the proof of identity documents for each individual **MUST** be exactly the same.
- Evidence that the corporation is a legal entity. This can be shown by providing a certified copy of one of the following:
 - Certificate of Registration for a company, with Australian Company Number (ACN)
 - Current Company Extract, with ACN
 - Certificate of Registration on Change of Name with ACN
 - Printed extract from the [Australian Securities and Investments Commission \(ASIC\) website](http://www.asic.gov.au) (www.asic.gov.au), with ACN
- Evidence that you are an office holder of the corporation by providing a printed extract from the Australian Securities and Investments Commission (ASIC) website at www.asic.gov.au.