

## Motor Vehicle Registry Information Bulletin

# G8 - Evidence of Identity and Evidence of Residency for Individuals

Effective Date: 7 August 2007

## Identity Fraud

Identity fraud threatens the very essence of a person's individuality and sense of being. Its manifestations are multiple and fluid; ranging from the theft of real identities to the fabrication of fictitious ones. Its victims include individuals, businesses and society in general.

Identity fraud represents a growing area of risk for the community in general. Identity fraud may be defined as an individual falsely representing him or herself as either another person, or a fictitious person to an organisation for some benefit. This misrepresentation is supported by fraudulently obtaining or falsely reproducing identity documents.

- An estimated 25% of reported frauds to the Australian Federal Police involve the assumption of false identities.
- Centrelink detected about \$12 million worth of fraud involving false identity in 1999.
- A survey by KPMG of over 1800 of Australia's largest businesses found some 11.9% of fraud committed by outsiders involved the use of false documents.

## Combating Identity Fraud

To help combat identity fraud, all Australian jurisdictions have agreed to adopt National Guidelines for Evidence of Identity requirements. These requirements were developed to ensure that the processes of establishing a person's identity and residency for driver licensing and vehicle registration purposes are consistent and nationally applied. You will need to comply with these requirements when you first apply for a Northern Territory driver licence or register a vehicle in the Northern Territory for the first time. You will also need to comply with these requirements when you are applying for a replacement of your driver licence because it has been lost or stolen or if you have changed your name.

## What Evidence of Identity and Residency documents are required?

When **full EOI and EOR** are required, **a minimum of three (3) documents** must be supplied by the applicant.

### Example:

When supplying the three documents, one Category A and two Category B documents are acceptable, or one Category B and two Category A documents are acceptable.

- Category A documents are evidence of existence and linkage between identity and the applicant.
- Category B documents are confirmation of the identity and evidence of use of that identity in the community

The applicant's signature must be recorded on at least one of the three documents.

The applicant's date of birth must be recorded on at least one of the three documents. The signature and date of birth on the same document are acceptable.

## Acceptable Category A Evidence of Identity Documents

The following table lists acceptable Category A documents. All documents must be original (no photocopies) and unless otherwise stated must be current not expired. Documents not in English must be translated by either the Department of Immigration & Multicultural & Indigenous Affairs, or Northern Territory Interpreter and Translator Services (NTITS) accredited translators.

Evidence of Identity Category A Documents	Status
Australian Birth Certificate bearing both the registration and a certificate number (not extract or a Commemorative Certificate) <i>(If the certificate is not in the name currently used – appropriate linking documentation will be required. See Evidence of Change of Name for an Individual.)</i>	<b>Original</b>
Australian Citizenship Certificate or Naturalisation Certificate	<b>Original</b>
Australian Passport	<b>Current or expired up to 2 years</b>
Overseas passport	<b>Current or expired up to 2 years if accompanied by a current Australian Visa</b>
Department of Immigration & Multicultural & Indigenous Affairs travel document	<b>Valid up to 5 years after issue</b>
Department of Immigration & Multicultural & Indigenous Affairs Certificate of Evidence of Resident Status	<b>Original</b>
Australian Photographic Driver Licence	<b>Current or expired up to 2 years</b>
Australian Defence Force Photo Identity Card ( <b>excluding civilians</b> )	<b>Current</b>
Northern Territory Police & Fire Officer Photographic Identity Card	<b>Current</b>
NT Evidence of Age Card issued to customers established after 05 September 2005	<b>Current or expired up to 2 years</b>

### IMPORTANT NOTE:

Your signature must appear on at least one of the Category A or B documents.

## Acceptable Category B Evidence of Identity Documents

The following table lists the most commonly acceptable Category B documents. Documents not in English must be translated by either the Department of Immigration & Multicultural & Indigenous Affairs, or Northern Territory Interpreter and Translator Services (NTITS) accredited translators. All documents must be original, no photocopies and unless otherwise stated must be current not expired.

<b>Evidence of Identity Category B Documents</b>	<b>Status</b>
Medicare Card, Pensioner Concession Card, Dept of Veterans Affairs Entitlement Card, Seniors Card issued by Dept Health & Community Services.	<b>Current</b>
Financial Institution Card with signature and embossed name	<b>Current</b>
Student Identity Document (with photo and/or signature) issued by an Educational Institution	<b>Current</b>
Department of Veteran Affairs/Centrelink Pensioner Concession Card	<b>Current</b>
Australian-issued Security Guard /Crowd Controller Licence (with photo)	<b>Current</b>
Australian-issued Firearm Licence (with photo)	<b>Current</b>
Government Agency Issued Identity Card (with photo)	<b>Current</b>

## Evidence of Residential Address Documents

This is required if not already established by either Category A or B document.

<b>Residential Address Documents</b>	<b>Status</b>
Contract of purchase, current lease or rental document, receipt from an accommodation house or caravan park etc identifying the applicant and the residential address	Current
Formal NTG correspondence identifying the applicant and the residential address	Dated within one year of the application
Formal Federal Government correspondence identifying the applicant and the residential address.	Dated within one year of the application
Council Rate Notice identifying the applicant and the residential address showing current residential address (not postal)	Current
Financial Institution document identifying the applicant and the residential address	Current
Utility or Services Account (Gas, Electricity, Water, Landline Telephone [not mobile], Astar, Broadband, Internet etc.) identifying the applicant and the residential address	Current
Australian Taxation Office Assessment showing current residential address (not postal)	Last or current financial year
Educational Institution document identifying the applicant and the residential address	Current
Parental or Guardian Consent documentation	Dated within one year of application

Documentation may be in more than one name as long as the applicant is identified.

The surrender of an Interstate Drivers Licence is not acceptable for the purpose of providing Evidence of Residential Address. If you cannot fulfil these requirements, please contact Motor Vehicle Registry on 1300 654 628 for further information.

## Evidence of Change of Name for an Individual

All documents must be original, not photocopies.

Change of Name Documents	Status
Full EOI (Category A and B) in current or former name	Original documents
<b>AND one of the following :</b>	
Marriage Certificate issued by the Registrar Births Deaths and Marriages (Commemorative certificates are not acceptable)	Original Document
Change of Name Registration with Births Deaths and Marriages	Original Document
Deed Poll (to prove name change) registered with relevant authority	Original Document
Divorce <i>Decree Nisi or Absolute</i> (indicating the name being reverted to)	Original Document

### Women seeking name change due to marriage or divorce

Statutory declarations and commemorative Marriage Certificates (as presented at the marriage ceremony) are not acceptable evidence for name changes resulting from either a marriage or divorce.

To change to or from a maiden name, you must produce evidence that links both your married and your maiden name together. This will only be accepted in the form of:

- Registration of the name change with Births, Deaths and Marriages, by producing a Registered Marriage Certificate or Change of Name Registration Certificate; or,
- Orders from the court system, by producing a divorce Decree Nisi or Decree Absolute.
- if the customer is recorded on MOVERS in both the maiden and married name/s, a statutory declarations from the applicant to revert back to their maiden name due to separation or divorce.

Either marriage related document may be used to change to or from a maiden name, however, where a change of name is formally registered specifically as such, a new Change of Name Registration Certificate may be required in order to change back to a previous name. Please ask to discuss with an MVR supervisor if there is any doubt.

Evidence documents must carry both names in order to establish a linkage between the new and former names.

Hyphenated names such as Windsor' Smith require change of name certificates or a marriage certificate from BDM showing the new name to be hyphenated.

Contact Motor Vehicle Registry on 1300 654 628 for further information.

### Evidence of Gender Reassignment

Full EOI (Category A and B) original documents in the current or former name, and a new birth certificate (with change of name if applicable) issued by the Registrar of Births, Deaths and Marriages is required from a person who has had a gender reassignment.

## Inability to provide Evidence of Identity / Residency

There may be rare occasions where a person is ***genuinely unable*** to provide the required documentation to satisfy each Evidence of Identity category either in part or in full, or unable to provide a signature or residential address. In these instances, please contact Motor Vehicle Registry on 1300 654 628 for further information.

**IMPORTANT NOTE:** It is **not** considered “***genuinely unable***” because a person may be inconvenienced by the delay, difficulty or expense of getting documentation from an official source or has had all such documents stolen or destroyed by fire, flood etc. (in Australia).

## Aboriginal and Torres Strait Islanders

The same Evidence of Identity requirements apply to Aboriginal and Torres Strait Islander persons. However, if you were born in the NT and are living in a remote area, and you are unable to provide evidence of identity documents such as a birth certificate the items below will assist in obtaining appropriate documents:

- Aboriginal persons born in the NT after 1969 will be able to access their birth certificate through the Registrar of Births, Deaths and Marriages.
- Aboriginals born in the NT prior to 1969 who may not have a birth certificate may be recorded in the Aboriginal Population Records available from the Registrar of Births Deaths & Marriages. An Aboriginal Population Record (APR) will be acceptable as a Category A Evidence of Identity document.

## Contact Details for Births, Deaths and Marriages (NT) – Department of Justice

### Darwin

Location: Ground Floor, Nichols Place, Cnr Cavenagh & Bennett Streets, Darwin NT 0800  
 Postal Address: GPO Box 3021, Darwin NT 0801  
 Ph: (08) 8999 6119  
 Fax: (08) 8999 6324  
 Email: [RegistrarGeneral.DDJ@nt.gov.au](mailto:RegistrarGeneral.DDJ@nt.gov.au)  
 Web: <http://www.nt.gov.au/justice/graphpages/bdm/index.shtml>

### Alice Springs

Location: Centrepoint Building, Cnr Gregory & Hartley Streets, Alice Springs NT 0870  
 Postal Address: PO Box 8043, Alice Springs NT 0871  
 Ph: (08) 8951 5339  
 Fax: (08) 8951 5340  
 Email: [RegistrarGeneral.DDJ@nt.gov.au](mailto:RegistrarGeneral.DDJ@nt.gov.au)  
 Web: <http://www.nt.gov.au/justice/graphpages/bdm/index.shtml>

## Privacy and your Information

The information you provide to MVR to obtain a driver licence is collected for the purpose of compliance with and enforcement of the Northern Territory Motor Vehicles Act.

The Registrar of Motor Vehicles is required to collect information for registrations, licences and permits under section 92 of the Motor Vehicles Act. The Registrar adheres to the Department of Planning and Infrastructure's Privacy Statement and the Information Act. Further information on privacy can be found at [www.dpi.nt.gov.au](http://www.dpi.nt.gov.au)

<b>Contact Details</b>	
<b>Motor Vehicle Registry</b>	
Telephone	1300 654 628
Facsimile	(08) 8999 3103
Email	<a href="mailto:mvr@nt.gov.au">mvr@nt.gov.au</a>
Web	<a href="http://www.mvr.nt.gov.au">www.mvr.nt.gov.au</a>
Postal Address	GPO Box 530 Darwin NT 0801