

# Register a relationship - proof of identity

## Certified copies

You must provide certified copies of your identity documents. A certified copy is a photocopy that has been endorsed as a true copy of the original document. The following people can certify your identity documents:

- Justice of the peace (JP)
- Notary public
- Commissioner for taking affidavits in the Supreme Court of South Australia.
- Proclaimed police officer
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)

## Overseas documents

If your identity documents are not in English, they must be translated into English by an accredited translator.

## Identification

All identification must be current (not expired).

Each person must provide one **different** form of ID from lists 1, 2 and 3. Where you cannot provide identification from list 2, you must provide an Australian or overseas passport and two forms of identification from list 3. The same document cannot be used twice.

## Proof of residence in South Australia

At least one person must provide a document from list 4 showing a current South Australian residential address, not a PO box, business or third party address. This document must have been **issued within the last three months**, or in the case of a tenancy/lease agreement or bond lodgement notice the document must have been **signed within the last three months**.

Where a utility account, rates notice, home insurance paper or vehicle registration is provided as evidence of your residential address, you must also provide proof of payment (e.g. receipt).

### **List 1: Evidence of date and place of birth**

- Australian or overseas birth certificate
- Australian or overseas passport

### **List 3: Evidence of operation in the community**

- Medicare card
- Private health care card
- Credit/debit card or ATM card
- Centrelink card
- Australian Department of Veterans' Affairs card
- Australian security guard licence or crowd control licence
- School or tertiary identity card
- Australian Citizenship Certificate
- Visa status from the Department of Immigration and Border Protection

### **List 2: Link between photo and signature**

- Australian or overseas driver's licence
- Australian or overseas passport
- Australian firearms licence
- Photo card issued by a government agency

### **List 4: Proof of your current residential address in South Australia (one person)**

- Utility account (electricity, gas, water) with proof of payment (e.g. receipt)
- Rates notice with proof of payment (e.g. receipt)
- Current tenancy or lease agreement
- Superannuation fund statement
- Land valuation certificate
- Home insurance paper with proof of payment (e.g. receipt)
- ATO Notice of Assessment
- Vehicle registration papers with proof of payment (e.g. receipt)
- Bond lodgement notice
- Housing SA rental ledger
- Centrelink payment advice
- Centrelink ledger, with address history

**Bank statements are not accepted**

