



# New Customer Application (Individual)

Photo Identification Card Act 2008; Tow Truck Act 1973; Transport Operations (Marine Safety) Act 1994; Transport Operations (Passenger Transport) Act 1994; Transport Operations (Road Use Management) Act 1995; Transport Planning and Coordination Act 1994

Please use this side of the form to register yourself as a customer with the Department of Transport and Main Roads.

### Evidence of Identity (EOI) Requirements

You must give evidence of your identity. You may do so by showing your Queensland (Qld) driver licence, industry authority, Marine Licence Indicator (conditions apply), adult proof of age (APA) card or photo identification (Photo ID) card. All cards must be current or expired by less than two years. If you are unable to show one of the above you will need to present three other acceptable EOI documents, one of which must show your signature, and evidence of your Qld residential address. If you have changed your name or the details of your name are different on the documents provided, you must show a change of name document from the relevant Australian Register of Births, Deaths and Marriages (BDM). For a full list of acceptable EOI, evidence of residential address and change of name documents, please refer to the Evidence of Identity Requirements for Individuals (form F4362) or visit www.qld.gov.au.

### 1. Applicant's details

Family name (please print)

Given name/s

Gender:  Male (M)  Female (F)

Residential address

  
  
Postcode

Postal address (if same as residential, write 'as above')

  
  
Postcode

Email address

Would you like to get e-notices and e-reminders?

No  Yes

Daytime contact phone number

Date of birth

 /  / 

Town, state and country of birth

### 2. Have you previously held a Qld driver licence, industry authority, Marine Licence Indicator, APA card, Photo ID card or have a customer reference number?

Yes  Licence/authority/card/reference number

No  You are required to show three EOI documents. Please provide details of your documents.

#### Category A (please print)

Document type (for example Qld BDM birth certificate)	Document number (for example C0100011)
<input type="text"/>	<input type="text"/>

#### Category B (please print)

Document type (for example Medicare card)	Expiry date (if applicable)
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

#### Category A or B (please print)

Document type	Document number or expiry date (do not give credit/debit card number)
<input type="text"/>	<input type="text"/>

### Evidence of Qld residential address (please print)

Document type (for example telephone account)	Issue date (for example 10/06/2015)
<input type="text"/>	<input type="text"/>

### 3. Is your name different to the name/s on your EOI documents?

No  Yes  You are required to show an EOI change of name document. Please provide details of your documents.

#### Change of name (please print)

Document type (for example Qld BDM issued Marriage Certificate)	Document number (for example 01000)	Registration year (for example 2001)
<input type="text"/>	<input type="text"/>	<input type="text"/>

### 4. Applicant's declaration

I declare that the information or documents given by me in this application are complete, true and correct in every detail.

I understand that I may be prosecuted if I have stated anything in this application that is false or misleading.

I consent to the department taking, keeping and using my personal information, documents, digital photo and digitised signature for the purposes of this application.

I consent to the department verifying my EOI documents or information provided by me with the issuing authority or their agencies.

Applicant's signature

Date

 /  / 

It is an offence under the relevant transport Acts and the *Photo Identification Card Act* to state anything or give a document to an authorised person if you know it contains false or misleading information. Penalties apply.

**Privacy Statement:** The department collects this information under the provisions of the Acts nominated on this form to manage the Qld driver licence, industry authority, marine licence, APA, Photo ID, vehicle and ship registers or to issue a product on behalf of an authorised agency. The department may disclose this information and your digital photo to the Queensland Police Service. Information about a driver licence may be disclosed to interstate and foreign driver licensing authorities. Information about an APA or Photo ID card, pilot or escort vehicle driver accreditation, driver or rider trainer accreditation, traffic controller accreditation, dangerous goods vehicle driver licence, or marine licence may be disclosed to interstate authorities that issue the relevant card, accreditation or licence. The department's card production contractor will have controlled access to your information, digitised signature and digital photo to make your card. Information about your vehicle and ship registration may be disclosed to interstate vehicle and ship registration authorities. Information, including your digital photo or digitised signature, may be disclosed to an authorised agency if the information is connected to an application for its product. Your information will not be disclosed to any other third party without your consent, unless required or authorised by law.

#### Authorising person's checklist (tick where applicable)

Applicant's details confirmed in TRAILS/TICA

Applicant's EOI confirmed

1:1 match performed

Application approved

Application not approved

Comments by authorising person

#### Authorising person's declaration

I am satisfied the applicant's signature matches the applicant's EOI documents which I have sighted.

Authorising person's name

Authorising person's signature

Date

 /  / 

#### Office Stamp



# New Customer Application (Organisation)

Photo Identification Card Act 2008; Tow Truck Act 1973; Transport Operations (Marine Safety) Act 1994; Transport Operations (Passenger Transport) Act 1994; Transport Operations (Road Use Management) Act 1995; Transport Planning and Coordination Act 1994

Please use this side of the form to register an organisation as a customer with the Department of Transport and Main Roads. An evidence of identity (EOI) document that establishes the legal existence of the business/company/organisation is required. Please refer to the *EOI Requirements for Organisations* (form F4362) or visit [www.qld.gov.au](http://www.qld.gov.au) for the EOI requirements for organisations.

## 1. Organisation's details

Organisation name

Organisation's business address in Queensland

Postcode

Organisation's postal address (if same as above, write 'as above')

Postcode

Organisation's email address

Organisation's contact officer (full name)

Title

Daytime contact phone number

## Organisation's type

Under which type is the organisation to be registered?

Business registered with the Australian Securities and Investments Commission

Company registered with Australian Securities and Investments Commission

Licensed motor dealer registered with the Office of Fair Trading

Organisation or Association registered under the *Associations Incorporation Act 1981*

Registration number (BN, ACN, Dealer licence, IA)

Body Corporate registered with the Department of Natural Resources

Government authority

Organisation or Association registered under Queensland state legislation

Trust/trustee

## 2. Organisation's officer authorised to lodge this application on behalf of the organisation

Officer's full name

Officer's title

Licence/authority/card/reference number

**Note:** You must show your driver licence when lodging this application. You must also show evidence that you are the organisation's representative. Acceptable evidence includes an authorisation on the organisation's letterhead or a completed *Authority to represent Registered Operator Vehicle Registration* (form F5225).

## 3. Organisation's declaration

This declaration must be made by the nominated executive officer of the organisation.

I declare that the information provided by me in this application is complete, true and correct in every detail.

I understand that I may be prosecuted if I have stated anything in this application that is false or misleading.

I declare that the person described in section 2 is employed by the organisation and is authorised to lodge this application to the department on behalf of the organisation.

I consent to the department verifying the evidence of identity information provided by me with the issuing authority or their agencies.

Nominated executive officer's signature

Date

It is an offence under the relevant transport Acts and the *Photo Identification Card Act* to state anything or give a document to an authorised person if you know it contains false or misleading information. Penalties apply.

**Privacy Statement:** The department collects this information under the provisions of the Acts nominated on this form to manage the Qld driver licence, industry authority, marine licence, adult proof of age, photo identification card, vehicle and ship registers. The department may disclose this information and your digital photo to the Queensland Police Service. Information about a driver licence may be disclosed to interstate and foreign driver licensing authorities. Information about an adult proof of age card, photo identification card, pilot or escort vehicle driver accreditation, driver or rider trainer accreditation, traffic controller accreditation, dangerous goods vehicle rider driver licence, or marine licence may be disclosed to interstate authorities that issue the relevant card, accreditation or licence. The department's card production contractor will have controlled access to your information, digitised signature and digital photo to make your card. Information about your vehicle and ship registration may be disclosed to interstate vehicle and ship registration authorities. Your information will not be disclosed to any other third party without your consent, unless required or authorised by law.

## Office Use Only

### Evidence of organisation's identity documents

What document was sighted?

Number

### Confirmation of organisation's officer's details

Officer's driver licence details confirmed in TRAILS/TICA

Comments

Officer's authorisation checked

Comments

Application approved

Application not approved

Comments

### Authorising person's declaration

I declare that I have sighted the EOI, and change of name documents as required.

Authorising person's name

Authorising person's signature

Date

## Office Stamp