



Applications must be submitted to Service SA in country regions or to Accreditation and Licensing Centre in the Adelaide Metropolitan Area.

Enquiries Telephone: 13 10 84
Complex Enquiries Telephone: (08) 8226 8026
Website: www.sa.gov.au/transportindustry
E-mail: dtei.alcenquiries@sa.gov.au

ABN: 92 366 288 135

1. APPLICANT INFORMATION

Form section 1 containing fields for Drivers Licence / Client No., Date of Birth, Drivers Licence class(es) held, Name of Applicant, Telephone No., Residential / Business Address, Postal Address, and Postcode.

2. CITIZENSHIP AND VISA STATUS

The following questions relate to your ability to hold driver accreditation. If you do not have Australian or New Zealand citizenship your application will be refused unless you hold the correct visa entitling you to lawfully reside and seek employment in Australia.

- 1. Are you an Australian Citizen or permanent resident?
2. Are you a New Zealand Citizen?
3. If you are not an Australian or New Zealand citizen, do you hold a visa to lawfully seek employment?

3. TRANSACTION TYPE

- Form section 3 containing checkboxes for New, Replacement, Trainee Driver (Temporary), Modify, Surrender, Medical Review (52-week temp), Renewal, and Re-apply (Accreditation was suspended).

If you are applying for NEW, RENEWAL OR TEMPORARY DRIVER ACCREDITATION, you must supply a NATIONAL POLICE CERTIFICATE. If you have previously been issued with a Temporary Driver Accreditation because you have a medical condition, a National Police Certificate is not required until the fifth year of accreditation.

4. LOST OR DAMAGED ACCREDITATION CARD

If you applied for a Replacement Card in section 3 above, please indicate below whether the Accreditation Card was lost, destroyed, or damaged.

- (Tick appropriate box) LOST, DAMAGED, DESTROYED

NOTE: (Your damaged card must be surrendered when applying for a replacement)

5. VEHICLE CATEGORY

- Form section 5 containing checkboxes for Small Passenger Vehicle (SP), Large Passenger vehicle (LP), Horse Drawn Vehicle (HD), Taxi (TX), and Motor Cycle (MC).

6. Have you ever held an authority to drive a public passenger vehicle?

- YES, NO

If Yes Where: Authority Number: Type Held:

- Are you currently suspended from holding a driver authority?
Are you currently cancelled from holding a driver authority?

7. Taxi Drivers must complete the following

As the driver of a taxi, you will be required to accept South Australian Taxi Subsidy Scheme (SATSS) vouchers as payment for the journey. It is a requirement that you understand your obligations in the document title "Operators and Drivers conditions of accepting SATSS vouchers".

- I have read and understand the conditions for accepting SATSS vouchers. YES, NO

**8. COURT PROCEEDINGS**

- Have you ever been charged or convicted in a court of law of any offences, including traffic matters?  YES  NO
- Are there any charges, including criminal or traffic matters, currently pending against you in South Australia or any other state or country?  YES  NO
- Have you previously been charged or convicted in a court of law in Queensland of any traffic offences or are there any charges currently against you in Queensland?  YES  NO
- Have you been charged or convicted of any offences in a court of law, since you last supplied a National Police Certificate for either Operator or Driver Accreditation?  YES  NO
- Do you have any criminal convictions in SA or elsewhere which occurred more than 10 years ago (more than 5 Years ago if committed as a juvenile) where you were imprisoned for more than 6 months or convictions related to sexual offences?  YES  NO

If you answered YES to any of the questions above, please complete details of the offence(s) below:

I,	COURT	DATE	OFFENCE	RESULT

(Please use a separate sheet if necessary)

I,  declare that the foregoing particulars relating to my Application for Driver Accreditation are true and correct. I hereby authorise the Department for Transport, Energy and Infrastructure (DTEI) to conduct further checks while I hold driver accreditation or upon lodging an application for driver accreditation with any Australian State Police Department, any Australian Licencing Authority or Insurance Provider in respect of charges, offences or any other information regarding my fitness and propriety to hold accreditation. In addition to the above I hereby consent to the South Australian Police providing DTEI information relating to any charge that may be laid against me during the period in which I hold accreditation under the *Passenger Transport Act 1994*. In Particular, South Australian Police may disclose any personal information arising from such charge to DTEI under any privacy law or principles.

I will comply with the provisions of the relevant Code of Practice for Drivers and of the *Passenger Transport Act 1994* and Regulations.

I also understand that the submission of a FALSE DECLARATION to obtain accreditation under the *Passenger Transport Act 1994* carries a maximum penalty of \$15 000.

Declared this  day of  year

P's ID number

(Signature of Applicant) (Signature of Justice of the Peace or JP's ID Number)

**SUBMIT THIS APPLICATION WITH SUPPORTING DOCUMENTATION AT A CUSTOMER SERVICE CENTRE FOR PAYMENT.**

**9. PLEASE READ CAREFULLY**

- **PROOF OF IDENTITY**  
All transactions relating to Driver Accreditation require the applicant to provide proof of identity at the time of application. Acceptable identification documents are:  
 1 - Photo Drivers Licence OR  
 2 - Photo Driver Accreditation (Renewal, Modify or Replacement transactions).  
 If you are unable to supply either of the photo documents mentioned above, it will be necessary for you to supply other acceptable forms of identification.
- **ALL DOCUMENTS SUPPLIED FOR IDENTIFICATION PURPOSES MUST BE ORIGINALS, OR PHOTO COPIES CERTIFIED BY A JUSTICE OF THE PEACE AS A TRUE AND CORRECT COPY OF THE ORIGINAL.**

**10. OTHER REQUIREMENTS FOR DRIVER ACCREDITATION**

**NATIONAL CRIMINAL CHECK**  
The Accreditation and Licensing Centre (ALC) will be managing the process to obtain National Criminal History Check (NCH) which includes a working with children, Vulnerable Adults and Aged Care check which is now required to obtain driver accreditation. You will be required to complete an application for a NCH on line at [www.sa.gov.au](http://www.sa.gov.au). Then print and present the form to the ALC or Service SA for our country clients, note you will be required to provide 100 point identification check (refer to general information guidelines) on lodgement of your application and pay the prescribed fee for the NCH check. Please note the Department for Families and Communities (DFC) will send a contact letter stating the ALC has been sent your NCH. The certificate will take some time to be processed by DFC and delays may occur at times of increased demand. Additional processing time is also required for applicants residing outside the metropolitan area. It is therefore recommended that you lodge your application and informed consent form as soon as possible to avoid inconvenience. Any offences listed on your NCH will be referred to and considered by the Accreditation and Licensing Centre, Building 17a 71 Transport Avenue, Netley 5037.  
**(Please note that certificates older than three months from the date issue will not be accepted.)**

**Please note:** For operator accreditation only you can apply directly to the SA Police for a National Police Certificate, you must complete the form on line from the SA Police website

- **MEDICAL CERTIFICATE**  
A *Medical Certificate (MR212)* is required for all NEW, TEMPORARY AND RENEWAL transactions.
- **CERTIFICATE OF COMPETENCY**  
A Certificate of Competency will be necessary if you are applying for Motor Cycle, Small Passenger Vehicle, Taxi or Horse Drawn Driver Accreditation for the first time. (refer Driver Accreditation Kit for further details).

**11. PRIVACY**

Personal information contained in this application form, the National Police Certificate and Medical and Eyesight Certificate is collected for the purpose of assessing the fitness and propriety and competence of the applicant for accreditation, in accordance with the requirements of the *Passenger Transport Act 1994*. The information will be used for that purpose only and will not be divulged to a third party without the consent of the applicant or unless it is required by or under law.  
This collection of information complies with the Information Privacy Principle Instruction No. 2 of the Government of South Australia.