



Driver accreditation is issued in South Australia in accordance with the  
*Passenger Transport Act 1994 and Passenger Transport Regulations 2009.*

**LODGEMENT**

Applications may be lodged:

- Via email to [dit.alconline@sa.gov.au](mailto:dit.alconline@sa.gov.au)
- By mail posted to Accreditation and Licensing GPO Box 1533, ADELAIDE SA 5001
- At any Service SA Customer Service Centre

For enquiries please phone (08) 7109 8117  
or email: [dit.alconline@sa.gov.au](mailto:dit.alconline@sa.gov.au)  
Website: [www.service.sa.gov.au](http://www.service.sa.gov.au)  
ABN: 92 366 288 135

**IMPORTANT INFORMATION**

**PLEASE CAREFULLY READ AND COMPLETE ALL THE REQUIREMENTS PRIOR TO LODGING YOUR APPLICATION FOR DRIVER ACCREDITATION. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Further information may be obtained from the SA Government website at [www.service.sa.gov.au](http://www.service.sa.gov.au)

You must satisfy the following requirements and supply documents as requested when applying for, or renewing driver accreditation

**Please note, the names appearing on your supporting documents (listed below) must be the same as the name that appears on your driver's licence. If the name on your driver's licence is different, you must contact Service SA to have this corrected.**

- ☐ **South Australian Driver's Licence**  
You must hold a current FULL South Australian drivers licence AND have held a FULL Australian Licence for a minimum of six (6) months. If your driving experience is not as the holder of a South Australian licence for the past 5 years, please attach a copy of your driving and offence history as issued by the relevant interstate authority (or from date of licence issue if less than five (5) years).
- ☐ **Working with Children Check**  
You must lodge a copy of a valid (not expired) 'Working with Children Check' from the Department of Human Services (DHS) with your application. Please visit [www.dcsiscreening.sa.gov.au](http://www.dcsiscreening.sa.gov.au) to commence the process. Further information is provided by the DHS Screening Unit at [www.sa.gov.au/screening-wwcc](http://www.sa.gov.au/screening-wwcc)  
**VOLUNTEER WORKING WITH CHILDREN CHECKS ARE NOT ACCEPTED FOR DRIVER ACCREDITATION PURPOSES.**
- ☐ **National Criminal History Check\***  
The National Criminal History Check (NCHC) submitted with your application must **ONLY** have the wording **Driver Accreditation /Licensing** as the purpose/position title (otherwise, your application will be rejected). Please ensure you obtain a NCHC from a provider, including online providers, accredited by the Australian Criminal Intelligence Commission (refer to [www.acic.gov.au](http://www.acic.gov.au) for a full list of accredited providers) and ensure they are compliant with South Australian legislative requirements for driver accreditation. Applicants must confirm prior to making application that the accredited ACIC online organisation you choose provides clearances for Accreditation/Licensing purposes as some agencies do not. Please note, screening agencies may change their terms and conditions without notice. Your NCHC must not be older than three (3) months from release date.
- ☐ **Certificate of Fitness – Commercial Vehicle Drivers (MR713)\***  
You must lodge a Certificate of Fitness with your application that is dated by your medical practitioner within the last **three (3) months**. A current Certificate of Fitness for the purpose of holding a South Australian Heavy Vehicle Driver's Licence may be considered. Please note, certain medical conditions may also require a report from your treating specialist to be lodged. A new Certificate of Fitness may be required if your driver accreditation has expired or you have ceased to be eligible to hold driver accreditation in South Australia.
- ☐ **Taxi Driver Training Certificate**  
Applicants for taxi driver accreditation must complete a Taxi Driver Training Course conducted by an approved taxi training provider and provide your certificate of completion with your application. Refer to [www.service.sa.gov.au](http://www.service.sa.gov.au)

Applicants for Motorcycle or Horsedrawn driver accreditation should contact the Accreditation and Licensing for information regarding course and application requirements.

\*Not required when modifying, replacing or surrendering your driver accreditation.

**1. APPLICANT INFORMATION**

Given Name(s)		Surname		Date of Birth	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
Driver Licence Number		Phone Number		Email address	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
Residential Address		Town/Suburb		State	Postcode
<input type="text"/>		<input type="text"/>		<input type="text"/>	<input type="text"/>
Postal Address (if different to above)		Town/Suburb		State	Postcode
<input type="text"/>		<input type="text"/>		<input type="text"/>	<input type="text"/>

**2. TYPE OF APPLICATION**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> New Application      | <input type="checkbox"/> Re-apply (Accreditation was suspended)      | <input type="checkbox"/> Replacement card        |
| <input type="checkbox"/> Renew Accreditation  | <input type="checkbox"/> Trainee Taxi Driver (temporary – 12 months) | <input type="checkbox"/> Surrender Accreditation |
| <input type="checkbox"/> Modify Accreditation |  |  |

### 3. ACCREDITATION CATEGORY

☐ Small Passenger Vehicle (SP)\*  
(12 seats or less incl. driver)

☐ Large Passenger Vehicle (LP)  
(13 or more seats) (Requires licence class LR or higher)

☐ Horse Drawn (HD)

☐ Metropolitan Taxi (TX)

☐ Motorcycle (MC)

\* SP category includes chauffeur, \*rideshare and country taxi accreditation. \*Rideshare applicants must also obtain Operator Accreditation.

### 4. REPLACEMENT CARD

Please indicate why you are applying for a replacement accreditation card.

My card has been:

LOST ☐

\*DAMAGED ☐

DESTROYED ☐

STOLEN ☐

\*Damaged cards must be returned to any Service SA Customer Service Centre prior to a new card being issued.

### 5. COURT PROCEEDINGS

Have you been charged, found guilty or convicted of any offences **not listed** on your National Criminal History Check (if applicable) or have any pending matters before the courts?

YES ☐

NO ☐

If YES please provide details below:

COURT

DATE

OFFENCE

RESULT

(Please use a separate sheet if necessary)

### 6. PREVIOUS ACCREDITATION / AUTHORITY

Have you ever held accreditation/authority to drive a public passenger vehicle in South Australia or elsewhere?

YES ☐

NO ☐

If YES where

Type

Accreditation / Authority Number

Have you had your driver accreditation/authority suspended, cancelled, revoked or disqualified in any State or Territory of Australia in the past 12 months?

YES ☐

NO ☐

### 7. CONDITIONS FOR DRIVER ACCREDITATION

An accredited driver is required to understand their legal obligations under the *Passenger Transport Act 1994*, *Passenger Transport Regulations 2009* and the Australian Road Rules. In particular (but not limited to) an accredited driver:

- **Cannot** refuse a passenger with a working animal or discriminate against a person because of the person's sex, race, disability, age, marital status, sexuality or pregnancy.
- **Must** observe the laws that relate to safe driving and must not have any concentration of alcohol in his/her blood, or presence of illicit drugs while driving a public passenger vehicle.
- **Cannot** drive a public passenger vehicle if their driver's licence is expired or has been suspended, cancelled or disqualified.
- **Must** advise Accreditation and Licensing within two (2) business days of the laying of a charge for an offence.
- **Must** advise Accreditation and Licensing within two (2) business days of a finding by a court of law that you have been found guilty or convicted of an offence.
- **Must** advise Accreditation and Licensing within seven (7) business days of a change to their medical condition and/or medication.
- **Must** be able to competently speak, read and write English.
- **Must** accept South Australian Transport Subsidy Scheme (SATSS) vouchers as part payment for a journey, if presented (taxi drivers only).

### 8. DECLARATION

I **declare** the foregoing particulars relating to my application for driver accreditation are true and correct and that all documents provided by me are accurate and unaltered from the originals.

I **authorise** the Department for Infrastructure and Transport to carry out checks with any Australian Police Department, Australian Licensing Authority and/or the South Australian DHS Screening Unit in respect of charges, offences or other information regarding my fitness and propriety to hold driver accreditation.

I **consent** to the disclosure of my accreditation status to any accredited Centralised Booking Services for the purposes of administering the *Passenger Transport Act 1994* and *Passenger Transport Regulations 2009*.

I **acknowledge** that:

Applicants who provide false information or fail to declare information can be prosecuted under Section 55 of the *Passenger Transport Act 1994* with a maximum penalty of \$15,000 and may be referred to the Passenger Transport Standards Committee for disciplinary action.

I have the legal right to work in Australia in accordance with the guidelines specified by the Department of Home Affairs.

I understand and will comply with the above stated conditions for driver accreditation

Full name

Signature

Date

### APPROVAL (OFFICE USE ONLY)

Authorised person:

Signature:

Date: