



Applications can be submitted to the Accreditation and Licensing Centre (ALC) via email: dpti.alcenquiries@sa.gov.au. Alternatively they may be submitted to Service SA in country regions.

Enquiries Telephone: 13 10 84
Complex Enquiries Telephone: (08) 7109 8117
Website: www.sa.gov.au/transportindustry
E-mail: dpti.alcenquiries@sa.gov.au
ABN: 92 366 288 135

1. APPLICANT INFORMATION

Driver's Licence / Client No. Date of Birth: / /

Driver's Licence class(es) held: and Conditions:

Name of Applicant: Telephone No. ()

Residential Address: Postcode:

Postal Address: 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? YES NO
(if yes, attach a copy of your Australian birth certificate or Australian Citizenship Certificate or your Australian passport)
Please Note: If you have previously provided the above mentioned document to the ALC, please disregard.

2. Are you a New Zealand citizen? YES NO
(if yes, attach a copy of your New Zealand Passport)

3. If you are not an Australian or New Zealand citizen, do you hold a visa to lawfully seek employment? YES NO
(if yes, attach a copy of your passport and valid visa)

3. TRANSACTION TYPE

New Replacement Trainee Driver (**Temporary**)

Modify Surrender

Renewal Re-apply (Accreditation was suspended)

If you are applying for NEW, RENEWAL OR TEMPORARY DRIVER ACCREDITATION, you must supply a NATIONAL CRIMINAL HISTORY CHECK. If you have previously been issued with a temporary driver accreditation because you have a medical condition, a National Criminal History Check is not required until the third 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

Small Passenger Vehicle (SP) (12 seats or less inc. driver) includes chauffeur and rideshare

Large Passenger vehicle (LP) (more than 12 seats) Taxi (TX)

Horse Drawn Vehicle (HD) Motor Cycle (MC)

6. Have you ever held an authority/accreditation to drive a public passenger vehicle in SA or interstate? YES NO

If yes, where: Type Held:

Authority/Accreditation Number:

Are you currently suspended from holding a driver authority? YES NO

Are you currently cancelled from holding a driver authority? YES NO

7. Taxi Drivers must complete the following

As the driver of a taxi, you will be required to accept South Australian Transport Subsidy Scheme (SATSS) vouchers as part payment for a journey when presented. It is a requirement that you understand your obligations as outlined in the document titled "Conditions of Use for SATSS Operators and Drivers in Metropolitan Adelaide"; or, where applicable, the "Conditions of Use for SATSS Operators and Drivers in Regional South Australia".

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

8. COURT PROCEEDINGS

- Have you **ever** been charged, found guilty or convicted of an offence in a Court of Law in South Australia or any other State or Country? YES NO
- Are there any criminal or traffic matters **currently pending** against you in South Australia or any other State or Country? YES NO
- Have you been charged, found guilty or convicted of an offence in a Court of Law in South Australia or any other State or Country since you **last** supplied a National Criminal History Check for either Operator or Driver Accreditation? YES NO

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

COURT	DATE	OFFENCE	RESULT

(Please use a separate sheet if necessary)

I, declare the foregoing particulars relating to my application for driver accreditation are true and correct, and that all copies of documents provided by me are accurate and unaltered from the originals. I hereby authorise the Department of Planning, Transport and Infrastructure (DPTI) to carry out checks with any Australian State Police Department, Australian Licensing Authority or Insurance Provider in respect of charges, offences or any other information regarding my fitness and propriety to hold 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 the *Passenger Transport Regulations 2009*.

I will comply with the relevant provisions of the *Passenger Transport Act 1994 and Regulations*. In addition to the above, I hereby consent to the South Australia Police and the Department for Communities and Social Inclusion (DCSI) Screening Unit providing DPTI with information relating to any charge that may be laid against me during the period in which I hold accreditation under the Act.

I also understand it is an offence to provide false information to obtain Accreditation under Section 55 of *Passenger Transport Act 1994* and that the offence can incur a maximum penalty of \$15,000. Applicants who provide false information, or fail to declare information, can be prosecuted under Section 55 of the *Passenger Transport Act 1994* and may be referred to the Passenger Transport Standards Committee (PTSC) for disciplinary action.

Declared this day of year

(Signature of Applicant)

PLEASE SUBMIT THIS APPLICATION WITH SUPPORTING DOCUMENTATION TO THE ALC FOR CONSIDERATION

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 include:

- 1 - Photo driver's 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.

10. OTHER REQUIREMENTS FOR DRIVER ACCREDITATION

NATIONAL CRIMINAL HISTORY CHECK

Online applications

The ALC will be managing the online process to obtain your Child-related employment screening (clearance) which includes a National Criminal History (NCH) check. To start the process, please visit www.sa.gov.au. You will be required to complete an application form titled "Child Related Employment Screening" (MR1394) and email the completed form to the ALC via dpti.alconline@sa.gov.au. The ALC will check your email and forward it to the DCSI. DCSI will send you two emails – the first email will advise you that DPTI has initiated a screening application for you; the second email will contain your personal account LOGIN details, username and password to access the new DCSI online application process. Payment for the clearance and the 100 point evidence of identity will be completed online through DCSI. Your application may take some time to be processed by DCSI and delays may occur at times of increased demand. Additional processing time may be required for applicants residing outside the metropolitan area. It is, therefore, recommended that you apply to start the process through the ALC as soon as possible. Please note the ALC is not responsible for delays in obtaining a clearance through DCSI. DCSI will advise the ALC of the outcome. If you have offences, these will be provided to the ALC and your application for accreditation may be referred to the PTSC for consideration.

■ CERTIFICATE OF FITNESS

First time applicants are required to submit a Certificate of Fitness – Heavy and Commercial Vehicle Drivers (MR713) completed by your medical practitioner. To renew your accreditation, you must have a current Certificate of Fitness. A renewal for this will be sent to you when it is due.

■ DRIVER ACCREDITATION DECLARATION

First time applicants are required to complete a declaration when applying for driver accreditation (MR1581). Please visit www.sa.gov.au/transportindustry to obtain the form.

11. PRIVACY

Personal information contained in this application form, a National Criminal History Check and Certificate of Fitness – Heavy and Commercial Vehicle Drivers (MR713) 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.