

First Home Benefits Proof of Identity Documents

Note:

- This information sheet provides a list of acceptable documents for each category of identification mentioned in the First Home Owner Grant (FHOG), First Home Plus (FHP), First Home - New Home (FHNH) and First Home Buyers Assistance Scheme (FHBAS) application forms.

Each applicant and their spouse/de facto partner must satisfy each POI category. As a minimum, separate documents must be provided for categories 1, 2 and 3 for each person. A Category 4 document is only required where the current residential address is not shown in a category 2 or 3 document.

The documents listed below are the preferred POI documents.

Category	Documents satisfying the objective	Comments
Category 1 Documents (Primary Identity Document, showing birth name or the name used when you migrated to Australia – Mandatory)	<p>If born in Australia:</p> <ul style="list-style-type: none"> ▪ Australian birth certificate issued by Registry of Births, Deaths & Marriages (birth extracts and passports are not acceptable) <p>If born Overseas:</p> <ul style="list-style-type: none"> ▪ Foreign Passport and current Australian Visa[#] issued for entry into Australia or ▪ Foreign Passport and Citizenship Certificate or ▪ New Zealand Passport[^] or ▪ Australian Passport* (only acceptable where foreign passport is no longer available). 	<p>Note: Evidence of Change of Name is required if the name on any document presented is different to the name provided in the application. That is a link between former name and current name (e.g. Marriage Certificate or Change of Name Certificate issued by the NSW Registry of Births, Deaths & Marriages).</p> <p>[#]Where your visa label is not current or is not placed on your passport please contact DIAC to arrange for a label to be placed on your passport (except for New Zealand Citizens).</p>
Category 2 Documents (Photo and Signature – Mandatory)	<ul style="list-style-type: none"> ▪ Australian driver's licence (current) ▪ Passport (current) ▪ Firearms licence (current) ▪ NSW photo card issued by Roads and Maritime Services 	<p>[^] New Zealand citizens only need to produce their New Zealand passport as their Special Category Visa issued under section 32 of the Migration Act 1958 satisfies the permanent resident requirement for the grant. However, New Zealand citizens must be living in Australia at the commencement date of the eligible transaction.</p>
Category 3 Documents (Operating in Community – Mandatory)	<ul style="list-style-type: none"> ▪ Medicare card ▪ Motor Vehicle Registration ▪ Centrelink or Department of Veterans' Affairs Card ▪ Security guard/crowd control licence ▪ Tertiary education institution ID card ▪ Debit/credit card of a financial institution. 	<p>*You must provide a written statement explaining:</p> <ul style="list-style-type: none"> ▪ why the Foreign Passport is not available ▪ the full name that was shown on the Foreign Passport ▪ the date you arrived in Australia.
Category 4 Documents (Current residential address – only required if not shown in category 2 or 3 documents)	<ul style="list-style-type: none"> ▪ Utility documents of residential address (e.g. bills for electricity, gas, water etc.) ▪ Insurance Policy with current residential address ▪ Statement of Account from a Financial Institution 	

Please find below a list of other Acceptable POI Documents by Category

Category 1 – Primary Identity Document	
Document	Explanation / Description
If born in Australia Australian Birth Certificate	Australian Birth Certificate issued by Registry of Births Deaths & Marriages is the only acceptable document.
If born overseas Foreign Passport and one of the following: <ul style="list-style-type: none"> ▪ Permanent Resident Certificate ▪ Permanent Resident Visa ▪ Certificate of Evidence of Resident Status 	You need to provide your foreign passport and one of the following: <ul style="list-style-type: none"> ▪ Permanent Resident Certificate ▪ Permanent Resident Visa ▪ Certificate of Evidence of Resident Status
Category 2 – Linkage between identity and person (photo and signature) – at least one of the following	
Document	Explanation/Description
Certificate of Identity	Certificate of Identity issued by Department of Foreign Affairs or DIAC for one time use by Australians travelling overseas
Category 3 – Evidence of identity operating in the community – at least one of the following	
Document	Explanation/Description
Change of Name Certificate	Change of Name Certificate issued by a Registry of Births Deaths & Marriages. Only in cases other than change of name by marriage
Australian Marriage Certificate	Original Australian Marriage Certificate (full) Issued by State Government agency. Not church or celebrant issued
Australian Divorce Certificate	Original Australian Divorce Certificate (Decree nisi)
Share certificates	Share certificate issued in your name
Term deposits	Term deposit notice in your name
Other financial papers	Other financial papers or documents in your name such as superannuation statements
Health Insurance card	Current health insurance card showing your name
Trade certificate	Original Australian trade certificate in your name
Registration certificate from a professional board	Registration certificate from a National or State/Territory Professional Registration Board e.g. Doctors, Nurses, Dentists, Physiotherapists and Accountants
Defence discharge papers	Australian armed services discharge papers
Motoring Association Card membership	Current membership card or documents issued in your name: NRMA, RACQ, RACV, RAA, RACT, RAC (WA), AANT
Education institution ID card	Current education institution ID card issued in your name
Category 4 – Evidence of current residential address – not required if current residential address is shown in a Category 2 or 3 document	
Document	Explanation/Description
Rates notice	Current rates notice in your name and current address
Mortgage papers	Legally drawn mortgage papers showing your name and current address
Lease or tenancy agreement	Formal lease or tenancy agreement in your name and current address
Electoral enrolment	Proof of electoral enrolment – card issued in your name and current address
Work notice/reports/reference	Termination notice, report or reference from employer in your name and current address. To be verified with employer

Note: If you are unable to provide a document for a POI category contact OSR.