Identity Documents for Police vetting and ID check.

We need to see two forms of ID, one primary and one secondary (one must have a photo on it) or two primary IDs. They must be either the original or a verified copy (can include photos of verified copies or verified copies uploaded to OurUC/Jade). Documents that have expired within the past 5 years may be accepted.

If they have had a legal name change (by marriage or other means) we need to see proof of that change. It can be either a marriage or divorce certificate or if changed via deed poll then we need the new birth certificate that has both names on it.

We need to know:

* UC ID number
* What form of ID (i.e. Birth certificate, passport etc.)
* ID number on document (i.e. driver license number, passport number)
* Expiry date

Part 1: - Primary identity documents

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| **Document type** | **Issuing agency** |
| New Zealand passport (can be expired for up to 5 years) | Department of Internal Affairs |
| Overseas passport (can be expired for up to 5 years) | Overseas authority |
| New Zealand emergency travel document | Department of Internal Affairs |
| New Zealand refugee travel document | Department of Internal Affairs |
| New Zealand certificate of identity (issued under the Passports Act 1992 to non-New Zealand citizens who cannot obtain a passport from their country of origin) | Department of Internal Affairs |
| New Zealand certificate of identity (issued under the Immigration Act 1987 to people who have refugee status) | Ministry of Business, Innovation, and Employment (Immigration New Zealand) |
| New Zealand firearms license | New Zealand Police |
| New Zealand full birth certificate that is issued on or after 1 January 1998 and that carries a unique identification number | Department of Internal Affairs |
| New Zealand citizenship certificate | Department of Internal Affairs |

Part 2: - Secondary identity documents

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| **Document type** | **Issuing agency** |
| New Zealand driver license | NZ Transport Agency |
| 18+ card/Kiwi Access card | Hospitality New Zealand Incorporated |
| Community Services card | Ministry of Social Development |
| New Zealand employee photo identification card | Employer |
| New Zealand electoral roll record | Electoral Enrolment Centre of New Zealand Post Limited |
| Inland Revenue number | Inland Revenue Department |
| New Zealand issued utility bill, issued not more than 6 months earlier |  |
| Steps to Freedom form | Department of Corrections |
| NZ Student Photo Identification Card | University of Canterbury |
| International Driving Permit (different from a driver’s license from another country) |  |

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|  **Part 3:- Supporting name change documents Document type**  | **Issuing agency**  |
| New Zealand birth certificate (issued for the purpose)  | Department of Internal Affairs  |
| Change of name by statutory declaration  | Department of Internal Affairs  |
| Change of name by deed poll  | Department of Internal Affairs  |
| New Zealand name change certificate  | Department of Internal Affairs  |
| New Zealand marriage certificate  | Department of Internal Affairs  |
| New Zealand civil union certificate  | Department of Internal Affairs  |
| New Zealand order dissolving marriage or civil union  | Ministry of Justice  |
| New Zealand order declaring marriage or civil union void  | Ministry of Justice  |