

## Identification Requirements for NMDHB

In order to confirm your identity, two forms of ID must be sighted, one primary and one secondary, one of which must be photographic.

### **Primary IDs include:**

- Passport (NZ or Overseas)
- NZ Firearms Licence
- NZ Full Birth Certificate (issued on or after 1998 with a unique identifier number)
- NZ Citizenship Certificate
- NZ Refugee Travel Document
- NZ Emergency Travel Document
- NZ Certificate of Identity

### **Secondary IDs include:**

- NZ Driver Licence – *please print both sides*
- 18+ card
- NZ Full Birth Certificate (issued before 1998)
- Community Services card
- SuperGold Card
- NZ Employee Photo Identification Card
- NZ Student Photo Identification Card
- Inland Revenue number
- NZ issued utility bill (issued not more than six months earlier)
- NZ Teachers Registration certificate
- NZ Electoral Roll Record
- International Driving Permit
- Steps to Freedom form

**If your name has changed due to marriage / dissolution of marriage, civil union, deed poll etc., we will need to sight the originals of these certificates.**

Current identity documents are preferred, but documents that have expired within the past five years may be accepted.

Please contact the Human Resources Receptionist - Administration if you have any questions.