

## Construction Induction Card Replacement Application Form

Card Number

### APPLICANT DETAILS

Title

Surname

First Name

Middle name

Address (where card will be posted to)

City/Town

Post Code

Phone

Date of Birth

Email

### REASON FOR REPLACEMENT (tick appropriate box)

☐ Lost

☐ Stolen

☐ Destroyed

Describe how the general construction induction card was lost, stolen or destroyed

### DECLARATION

I, the applicant, declare that the information contained in this application is true and correct and I consent to the making of enquiries, and the exchange of information with, the authorities of any state or territory in matters relevant to this application.

Signature of applicant

Date

## Application information

You should complete this application form if you wish to apply for a replacement construction induction card.

You need to lodge this application at a Service Tasmania outlet. When lodging this application you will need to bring:

- The completed and signed application;
- Evidence of identity documents as per list below;
- Fee (see [www.worksafe.tas.gov.au](http://www.worksafe.tas.gov.au) for current fees)

If you are not currently residing in Tasmania please post your application form and evidence of identity documents to the address above.

Ensure the reason for applying for a replacement card is completed. Failure to do this may result in your application not being processed.

At the time of lodgement your details and identification will be checked and your fee accepted. Your application will then be forwarded to WorkSafe Tasmania for processing and your card will be sent to your nominated address. Ensure you keep your receipt as proof of lodgement, until you receive your card.

## Evidence of Identity Requirements

Please provide at least:

- one document from Category A plus two documents from Category B; or
- two documents from Category A plus one document from Category B

Acceptable forms of identification include the following:

### Category A

**(All documents must be original and current)**

- Birth Certificate (not an extract)
- Citizenship papers
- Australian Passport
- Overseas Passport/Visa
- Driver Licence
- Firearm Licence
- Department of Immigration and Multicultural Affairs issued travel documents, including a visa
- Department of Immigration and Multicultural Affairs issued Certificate of Evidence of Residential Status

### Category B

**(All documents must be original and current)**

- Medicare Card
- Plastic Bank or Credit Card, with signature
- Tertiary Student card
- Department of Veterans' Affairs/Centrelink Pensioner Concession Card
- Births Deaths and Marriages Change of Name/Marriage Certificate (to prove name change)
- Security Guard/Crowd Controller Licence
- Government issued Personal Photo ID Card

## Personal Information Protection Act 2004

Personal information we collect from you will be used by the Regulator for licensing purposes and may be used for other purposes permitted by the *Work Health and Safety Act 2012* and associated laws. Failure to provide this information may result in your application being denied or records not being properly maintained. Your personal information may be disclosed to contractors and agents of WorkSafe Tasmania, law enforcement agencies, courts and other public sector bodies or organisations authorised to collect it. This information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by you on request to this Department. You may be charged a fee for this service.