



**ABRS**  
Australian Business  
Registry Services



# How to get a director ID

## A guide for directors of CATSI Act Corporations

Corporations (Aboriginal and Torres Strait Islander) Act 2006

## What is director ID?

A director ID is a unique 15-digit identifier that's free and kept forever. Director ID helps create a fairer business environment and level playing field for honest businesses by preventing the use of false and fraudulent director identities.

## How to apply

You can apply for a director ID

- online
- by calling us
- by filling in a paper form.

When you apply, you will need to provide identity documents. Items with a photo ID or address are best.

Examples of identity documents you can use are listed on the right.

## Online

**Applying online is the fastest way to get a director ID.**

To find out how to apply, go to [abrs.gov.au/directorID](https://abrs.gov.au/directorID) and watch the video. The video will also show you how to get a myGovID, which you need before getting a director ID online.

If you have problems applying for a director ID online, you can apply by calling us or filling in a paper form.

## Phone

You can call us on the dedicated CATSI directors phone line on **1300 342 353** using **PIN 108** for assistance with applying.

If you can't get us on the phone, you can leave a message and we will call you back.

## Paper

If you can't apply online or by calling us on the phone, you can apply using a paper application form.

As well as completing the form, you will need to provide certified copies of your identity documents. If you need help, call us on **1300 342 353**, using **PIN 108**.

Send your completed application to:

- **CATSI director ID applications**  
**PO Box 9977**  
**WOLLONGONG NSW 2520**

It may take a while to process your paper application, but we will contact you if we need anything.

You can find the paper application form and more information about director ID at [oric.gov.au/directorID](https://oric.gov.au/directorID)

## Identification documents

When you apply for a director ID by phone or paper application, you'll need to provide at least 2 identity documents, with one being a photo ID.

**Some examples of photo identification are:**

- driver's licence
- passport
- a photo ID card issued by a Commonwealth, state or territory government in your name (e.g. proof of age card, working with children card).

**Some examples of supporting identification are:**

- Medicare card
- Basics card
- bank statement or card
- Centrelink payment summary
- a recent water, gas, or electricity bill in your name, showing your address.

If you have changed your name, you will also need your change of name certificate or marriage certificate.

If you know your TFN, that can help speed up the process. If you don't have it handy, don't worry – we can still process your application.

If you don't have enough identity documents, you can provide a referee form with the documents that you do have. The referee form can be filled in by someone who knows you, who isn't a family member or someone from your corporation. To request a referee form, call us on **1300 342 353** using **PIN 108**.