



How to apply for your Director ID

A Director Identification Number (DIN) is a unique identifier you need to apply for once and will keep forever. It will help prevent the use of false or fraudulent director identities. If you want to become a director or are already one, you'll need a DIN and can apply for one from November 2021. Please note that Directors must apply for their DIN themselves as they will need to verify their identity.

Following are the steps to help you to apply:

1. Set up your MyGovID via the app on your phone. This will require some documents to verify your ID so have these handy:
 - bank account details
 - an ATO notice of assessment
 - super account details
 - a dividend statement
 - a Centrelink payment summary
 - PAYG payment summary.

TIP: Before you start the process, if you update your MyGovID identity strength to **strong** by providing passport or birth certificate details, then you should not have to provide any additional documentation at all during the Director ID process.

Refer to: <https://www.mygovid.gov.au/set-up>

- if you cannot get a MyGOV ID, you can apply by phone or paper.

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THAT MAKE A
DIFFERENCE
TO YOU.**

2. Gather documents needed for application for your Directors Identification Number:

- TFN
- residential address with ATO
- Plus two of:
 - bank account details,
 - an ATO notice of assessment,
 - super account details,
 - a dividend statement,
 - a Centrelink payment summary or
 - a PAYG payment summary.

3. Complete application via the link below which is available from 1 November 2021.

- Fastest way is online.
- Can apply via phone or paper.

For more details go to:

<https://www.abrs.gov.au/director-identification-number/apply-director-identification-number>

Or give our team a call ...