



# Police records check

## Consent to obtain personal information

Form  
**1101**

>>>>

### *Personal particulars*

Visa application processing office   
 Family name (current)   
 All other Family names used   
 Given names   
 Sex Male  Female   
DAY MONTH YEAR  
 Date of birth   
 Town/city & country of birth   
 Contact phone number (  )   
 Driver's licence number  State

### *Permanent residential addresses for the last ten years*

If insufficient room, please attach list

Please supply as complete a record as possible of your addresses for the last ten years and the dates you lived at those addresses, starting from now and working backward

Current

<input type="text"/>	from	to
<input type="text"/>	from	to
<input type="text"/>	from	to
<input type="text"/>	from	to
<input type="text"/>	from	to
<input type="text"/>	from	to

### *Criminal charge, conviction or fine*

♦ Are you the subject of any criminal charge(s) still pending before a court? Yes  No

♦ Do you have any conviction(s) or finding(s) of guilt? Yes  No

If you have answered 'Yes' to either of the above questions please supply details on a separate sheet of paper and attach it to this form.

## AUSTRALIAN FEDERAL POLICE

### Not recorded/recorded

**Note:** As fingerprints do not accompany your request, the Australian Federal Police cannot guarantee, that the information supplied herewith concerns the individual in whom you are interested.

Signature  Date (DAY/MONTH/YEAR)

For Commissioner Australian Federal Police

**STAFF-IN-CONFIDENCE**

(When completed)

**Commonwealth of Australia**

**Consent to obtain personal information**

(for categories where **full exclusion** has been granted from spent convictions legislation)

I  hereby:

(Full name in BLOCK LETTERS and in INK)

- (i) acknowledge that I have read the General Information document provided with this Form and understand that the entitlement for which I am being considered is in a category for which a full exclusion (see below) has been granted from the Spent Convictions Scheme, and that as a consequence I must declare all matters pending and convictions or findings of guilt that relate to me
- (ii) certify that the personal information I have provided on both the front and back of this form relates to me and is correct
- (iii) consent to the **Department of Immigration and Multicultural and Indigenous Affairs** forwarding this form to the Australian Federal Police (AFP), if necessary, and/or the Police Services of the States or Territories of the Commonwealth of Australia and providing relevant information to the above organisation
- (iv) consent to the AFP or other relevant Australian Police Service(s) extracting from their records copies of traffic violations, and/or traffic records relating to me pending before a court and/or details of convictions or findings of guilt which have been recorded against me, and
- (v) acknowledge that any information provided by me on this form or by the police as a result of the records check may be taken into account by the **Department of Immigration and Multicultural and Indigenous Affairs** in assessing my suitability to receive the entitlement.

Signature

Date

**Note:** The information you provide on this form and which the police provide to DIMIA on receipt of the form, will be used only for the purpose stated above unless statutory obligations require otherwise.

**STAFF-IN-CONFIDENCE**

(When completed)

## Police records check — consent to obtain personal information

This form is used by the Department of Immigration and Multicultural and Indigenous Affairs (DIMIA) and applicants to assess whether a person is eligible for temporary or permanent residence. Unless statutory obligations require otherwise, the information provided on this form will not be used without your consent for any purpose other than for this assessment.

### Police records check

Police records checks are integral to assessing your eligibility. On this form you are asked to disclose whether you are the subject of criminal charge(s), including traffic violation(s), still pending before a Court, or whether you have been the subject of criminal or traffic conviction(s) or finding(s) of guilt before a Court or a traffic violation. You are not required to reveal any conviction(s), which may be protected by part VIIC of the *Crimes Act 1914*, relating to pardoned, quashed or spent convictions, except where an exclusion applied (see explanation note below).

### Unless otherwise advised by DIMIA a police records check is not required for persons under the age of 16 years.

This form should be forwarded by you with a fee of (Australian) \$36 direct to the Australian Federal Police (AFP) at

Criminal Records  
Australian Federal Police  
Locked Bag No 1  
WESTON ACT 2611

By submitting this form you consent to the AFP

- ♦ disclosing criminal history information from its records to DIMIA; and
- ♦ accessing the records of state police to obtain any criminal or traffic violation history for disclosure to DIMIA.

Because the processing time for records checks is 30 days,  
**DIMIA should not be contacted prior to the expiry of this time limit.**  
**The AFP should not be contacted.**

### Notification of results of Police records check

**Details of the results of the police records check are provided directly to the applicant. Where the check shows that the applicant has a criminal history details will also be sent to DIMIA.**

### Spent Convictions Scheme

On 30 June 1990, new Commonwealth legislation relating to the collection, use and disclosure of old convictions came into effect. This new law is commonly known as the Spent Conviction Scheme. Its aim is to prevent discrimination on the basis of old convictions, once a waiting period has passed and provided the individual has not re-offended. The Scheme also covers convictions that have been set aside or pardoned.

DIMIA has been granted exclusion from the spent convictions legislation, in that all convictions, findings of guilt and pending matters may be disclosed and may be released to them for the purpose of assessing Migration Act applications.

The Attorney-General, on the recommendation of the Privacy Commissioner, has granted exclusions, both partial and full, from the operation of the Scheme for several categories of entitlements.

Anyone who believes the standards dealing with disclosure and use of old conviction information have been breached may apply to the Privacy Commissioner for an investigation of the matter at

GPO Box 5218,  
SYDNEY, NSW 1042

### Provision of false or misleading information

You are asked to certify that the personal information you have provided on this form is correct. If it is subsequently discovered, for example as a result of a check of police records, that you have provided false or misleading information, you may be assessed as unsuitable to receive the entitlement you seek.

It should be noted that the AFP does not assess your application but only provides the information to DIMIA on your behalf to assist in assessing your suitability to receive the entitlement.

You should also note that the existence of a record does not automatically mean that you will be assessed as being unsuitable to receive an entitlement. Each case will be assessed on its merits, so it is in your interest to provide full and frank details on the form.

### Points to note when completing your application

For the Australian Federal Police to process a character check the application must meet the following requirements:

- 1 applications are to be filled out in **black** biro or typed
- 2 a photocopy of your drivers licence or other document which carries a photograph must accompany the application
- 3 **applicants in Australia** – include a stamped self-addressed envelope with the form:  
**Overseas applicants** – include an international postal reply coupon
- 4 if you have changed your name, (by marriage, Deed Poll etc.) **all** names must be included on the form
- 5 applicants signature must not be more than 3 months old
- 6 cheque or money order for (Australian) \$36 made payable to Australian Federal Police must be included with all applications and posted to

Criminal Records  
Australian Federal Police  
Locked Bag No. 1  
WESTON ACT 2611

**Note:** Failure to fulfill the required criteria will result in the forms being returned for amendment.

**DIMIA enquiry line** Telephone **131 881** for the cost of a local call (24 hours a day, 7 days a week). This number is available only in Australia. If you are outside Australia, please contact your nearest Australian mission.

*Home page* [www.immi.gov.au](http://www.immi.gov.au)