

Apply for your director ID online



The fastest way to apply for a director identification number (director ID) is online at abrs.gov.au
If you're a director **you must apply yourself by 30 November 2022**. No one can apply on your behalf.

The application process

Before you apply

Make sure you have a myGovID

To access the director ID application online, you need a myGovID with at least a **Standard identity strength** to log in to ABRS online. If you don't have a myGovID, visit www.mygovid/setup

You'll need a smart device to download the myGovID app.

Gather your documents

To apply for your director ID, you will need to have information the Australian Taxation Office (ATO) knows about you.

You will need:

- your tax file number (TFN)
- your residential address
- information from 2 documents to verify your identity.

Examples of the documents you need are listed at abrs.gov.au/verify



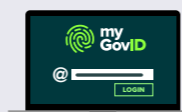
1. **Gather your documents.** Read 'Before you apply' for more information



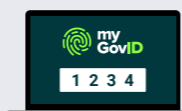
2. Go to abrs.gov.au/directorIDapply to apply. Select Login



3. Enter your myGovID email address



4. A 4 digit code will appear



5. Open the **myGovID app** on your smart device and enter the code



6. A **Link to ATO** screen will open on your browser



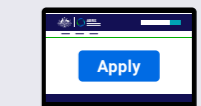
7. Answer the questions using the information you gathered at step 1 and **'submit'**



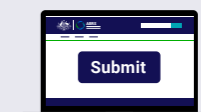
8. The director ID page will open



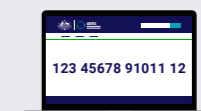
9. Select **Apply** for a director identification number



10. Confirm all the **declarations** and **'submit'** the information



You now have a director ID



Tip – If you receive an error to contact us, log out and refresh your browser. Log in again and continue the application.

Head to abrs.gov.au for more information on managing your director ID