

New Director ID Requirement

Update for ASIC Registered Agents

We are letting you know about the director identification number (director ID) requirement that is now available on the new Australian Business Registry Services (ABRS) website.

ABRS is a new service, managed by the Australian Taxation Office that will streamline how you register, view and maintain your business information with government.

It is part of the Modernising Business Registers (MBR) program and the first service to be delivered.

A director ID is a unique identifier a director applies for once and keeps forever. It will help prevent the use of false or fraudulent director identities.

A person will keep their director ID even if they stop being a company director, change their name or move interstate or overseas. It confirms a director's identity and will in the future show which companies they're linked to.

If you are planning on becoming a director or are already a director, you will need to apply for a director ID. We cannot apply on your behalf as the Registrar needs to verify your identity.

When to apply

The dates for when you need to apply, depends on when you become a director.

The first key date is for people who become a director between 1 November 2021 and 4 April 2022. You need to apply within 28 days from your appointment.

If you were a director before 1 November 2021, you need to apply before 30 November 2022.

For a full list of key dates, including directors of Aboriginal and Torres Strait Islander corporations, see [Who needs to apply and when.](#)

How To Apply

Step 1 – Set up myGovID

You will need a myGovID with a Standard or Strong identity strength to apply for a director ID online.

Create your myGovID by downloading the app on your mobile/smart device.

www.mygovid.gov.au/set-up

Step 2 – Gather your documents and Complete Application - [Apply For your Director ID](#)

Once you have this information, the online application is intuitive and takes less than 5 minutes. You will get their director ID instantly.

Find an easy to follow step by step guide on our website with screenshots to refer to if needed - [Online Application Step By Step Guide](#)

You will then need to give your director ID to the company secretary and your tax or ASIC agent.

An easy to understand overview can be found on this short 3 minute video. [Director ID overview](#).

From 5 April 2022 all directors will need a director ID before they are appointed.

To find out more about the ABRS, its role in administering delegated ASIC Registry functions and director ID [visit abrs.gov.au/about-us](http://visit.abrs.gov.au/about-us).

How to apply if you cannot get a myGovID

If you can't get a myGovID with a Standard or Strong identity strength, the best way to apply for a director ID will depend on your situation.

Apply by phone

You can apply by phone if you have:

- an Australian tax file number (TFN)
- the information you need to [verify your identity](#).

When you have the information you need to apply, [contact us](#) 13 62 50.

Apply by Paper Form

If you can't apply online or over the phone, you can apply using a downloadable form [Application for Director Identification Number](#).

This is a slower process and you will also need to provide certified copies of your documents to [verify your identity](#). If you have issues completing the form, you can find help on our [Accessibility](#) page