# QUICK REFERENCE GUIDE



# **Blue Card Services Online Account Registration**

#### Register for an online account

- Tick the box that you read and understood the privacy notice
- Click Accept



# **Proof of identity**

Enter your:

Queensland Transport and Main Roads (TMR) product

Licence number/Customer Reference Number

Last name

First name

Middle name (if you have one)

Date of birth

Email address or mobile phone number

Set up two-factor verification

Confirm your email or mobile number for twofactor verification.



### Contact details

Provide your:

Postal address

**Residential address** 

Phone number

ወ Email address



#### Queensland TMR products accepted:

- Driver licence
- Adult proof of age card
- Photo identification card
- Industry authority
- Marine licence indicator
- 18+ card

Customer reference number confirmation letter

#### Validate security code

Receive, enter and Submit your security code in the provided section.

#### Personal details

Enter your:

Country, Town/City,

State of birth

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Title

Gender

If relevant enter your:

Previous blue card or exemption card number.

If you are a Teacher, enter your Teachers Registration Number.

If you are a Queensland Police Officer, enter your Police Identification Number.

Add any previous names you have had.

Declaration

Read the Declaration, tick the box

Click Accent and submit	

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#### Next steps to complete your application

- Receive and record your account number.
- Accurately provide this with your date of birth to your surf life saving club and SLSQ survey.

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- Receive confirmation from Blue Card Services that your account has been linked to SLSQ.
- Login to your Blue Card Services Applicant Portal to complete and submit your new/renewal application at https://my.bluecard.gld.gov.au/login

# QUICK REFERENCE GUIDE

## **Blue Card Services Online Application**

#### **Login: Application Portal**

- Queensland Transport and Main Roads (TMR) product -
- Licence number/Customer Reference
- Enter your date of birth
- Read and Accept the Privacy Notice
- Tick the box
- Click Login

#### Validate online security code

Receive, enter and **Submit** your security code in the provided section.

#### Start application or renewal

Answer all questions and click Next.

#### Type of child-related work

Select your type of child-related work and click Next.



Confirm your title and gender.

Select the Cultural identity relevant to you.

Identify if you are or have been: Foster or Kinship Carer **Health Practitioner** Operator/Supervisor/Carer—Child Care Service Teacher None of the above

Select your Preferred language.

#### Address details

Confirm your address is correct, if not select No and update.

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#### Declaration

Read the Declaration, tick the box Click Submit application.

## Next steps to complete your application

- Receive confirmation from Blue Card Services that your application has been submitted.
- If SLSQ was not listed in your linked organisations provide your application submission number to the survey.
- Respond to correspondence from Blue Card Services requiring further information to complete your application.
- Receive your blue card details from Blue Card Services.



- Driver licence
- Adult proof of age card
- Photo identification card
- Industry authority
- Marine licence indicator
- 18+ card

Customer reference number confirmation letter

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#### **Review your child-related activities**

Review and confirm you are linked to the correct organisation.



#### Previous names

If relevant, enter any previous names you have had.



SURF LIFE SAVING OUEENSLAND

