

Athletics NZ Police Vetting Identification Verification Process

June 2026

Athletics New Zealand has several categories of membership (e.g. Community Volunteer Membership, Community Coach Membership, Accredited Coach Membership, and Officials Membership) that require applicants to be police vetted every three years.

This requires verification of evidence of identity of each applicant to ensure that the person presenting ID is the person requesting vetting. Verification must be done in person, and not via a third party, email or post.

To make identity verification as easily accessible as possible across NZ, ID Verifiers have been approved in each of the 11 Centres. The list of verifiers is posted on the Athletics NZ website: <https://athletics.org.nz/wp-content/uploads/2026/06/FINAL-Identification-Verifiers-for-Police-Vetting-May-2026-1.pdf>

ID Verification Process:

- The applicant completes pages 3 – 4 of the Applicant Consent Form: <https://www.police.govt.nz/sites/default/files/publications/nz-police-vet-request-consent-form.pdf> and those who are under 16 years old need parental consent.
- They then get in touch with an ID verifier: <https://athletics.org.nz/wp-content/uploads/2026/06/FINAL-Identification-Verifiers-for-Police-Vetting-May-2026-1.pdf> and shows them Primary and Secondary form of IDs ID along with the signed Applicant Consent Form.
- The ID verifier signs and dates the **Evidence of Identity** section at the bottom of page 2 of the Applicant Consent Form.
- The ID verifier then fills in a form on GameDay (<https://idverification.events.mygameday.app>), providing the applicant's name and ID details. The applicant will then need to submit the completed Applicant Consent Form to Athletics New Zealand. This can be sent via email to membership@athletics.org.nz (scanned documents or photos of documents are acceptable formats) or the ID verifier may also submit the Application form to Athletics New Zealand on behalf of the Applicant when filling out the GameDay form (include first and last name in the document name). **Please note that the applicant's details will not be submitted for vetting if they have not been ID Verified AND sent through a signed copy of the Applicant Consent Form.**
- Successful applications will then be submitted for police vetting. The Applicant's Gameday profile will be updated to show that the vetting is underway – the profile will show the police vetting under accreditations, but the document will be unverified.
- When Athletics New Zealand get the results back, the Police Vetting Accreditation will be verified on the Applicant's GameDay profile.

The list of acceptable forms of ID to be sighted, one **Primary** and one **Secondary**, one of which must be photographic are:

Primary IDs:

- Passport (NZ or Overseas)
- NZ Firearms Licence
- NZ Full Birth Certificate if issued on or after 1st January 1998 and carrying a unique identification number
- NZ Citizenship Certificate
- NZ Refugee Travel Document

- NZ Emergency Travel Document
- NZ Certificate of Identity

Secondary IDs:

- NZ Drivers Licence
- 18+ card
- NZ Full Birth Certificate
- Community Services card
- SuperGold Card
- NZ Employee Photo ID Card
- NZ Student Photo ID Card
- Inland Revenue number
- NZ issues utility bill (not more than 6months old at time of sighting)
- NZ Teachers Registration Certificate
- NZ Electoral Roll Record
- International Driving Permit
- Steps to Freedom Form