

TTMRA Applicants Checklist

Please submit this checklist with your completed application.

A: Submit an online registration application

B: Submit the following items to the OTBNZ in hard copy

Enclosed

N/A

Please tick off each item to ensure you have included all information.

Annual Practising Certificate application form

Only if you have not already applied for this online with your registration application.

Curriculum Vitae

Fitness References x 3

(First section of form filled out by applicant and sent to referee, then submitted to OTBNZ from the referees directly.)

Original or correctly certified copies of:

Please refer to the notes for the OTBNZ's requirements for certifying documents.

- Birth Certificate
- Passport **OR** NZ Drivers Licence
- Current Australian Practising Certificate
- Certificate of Good Standing (AHPRA & any other authority In which you have been registered)
- Legal Evidence of Name Change

Police Reports

Request for [**Criminal Conviction History – Third Party**](#) from

The NZ Ministry of Justice

Australian/Overseas Police Report

A current police report is required from every country you have lived in since you were 17, searching you by all of your current and previous names.

Payment Form

- Registration fee (\$322)
- Annual Practising Certificate (\$558) or
- Three month Practising Certificate (\$165)

Additional Information (if applicable) on:

- Health issues
- Disciplinary issues
- Convictions

Submitting your application to the Board

You should attach **all** relevant documents to this checklist before submitting them to the Board. It is good practice to keep a copy of all the documents you send for your own records. The Board cannot take responsibility for items lost in the mail. [Our contact details.](#)