



This form can only be used if you need to update your digital photo and signature with the Department of Transport and Main Roads (TMR) so you can renew your licence online.

**i** Some renewals can't be done online even if you update your photo and signature. See the complete list of reasons you cannot renew online by visiting [qld.gov.au/RenewLicence](http://qld.gov.au/RenewLicence)

You must live in a remote area or not have access to a Transport and Motoring service centre to use this form.

### 1. Your details

First and middle name/s (please print)  Family name

Residential address  Postcode

Postal address (if same as residential write 'as above')  Postcode

Email address  Mobile phone number

### Birth details

Date of birth  Town  State  Country

### 2. Evidence of identity

You must attach a photo of your Queensland driver licence, Photo ID Card/Adult Proof of Age Card or other TMR card that shows your customer reference number (CRN).

We need to see the **front and back of your card**, and **your CRN must be clearly shown**.

CRN

### 3. Photograph

You must attach a colour photo that is:

- > Digital (jpeg format)
- > Taken from a 1.5m distance (between you and the person taking the photo) **Note:** The photo must not be a selfie.
- > Passport quality
- > Recent (taken within the last six months)
- > Not edited (for example, by removing spots or red eye, softening lines, any sort of filter or fish-eye lens).

**i** See examples of how to take your photo the right way - [Your Digital Photo](#) - guidelines

### 4. Signature

This form requires a wet signature. Please print and sign within the box using a black marker pen.

**Specimen signature**

Please sign within the white space provided

## 5. Your declaration

I declare that the information, evidence of identity, photograph and signature in this application is complete, true and correct in every detail.

I understand it is an offence **under the relevant transport Acts to give false or misleading information and that penalties may apply** if I have stated or attached anything in this application that is false or misleading.

I understand that the photo and signature I have provided will be used to update my record with TMR. This may allow me to transact online (for example, renew my driver licence) if I meet other requirements.

I understand that my photo will be compared to my previous photos using biometric technology.

Your signature

Date

## How to submit your application

Send an email to [atherton.agency@tmr.qld.gov.au](mailto:atherton.agency@tmr.qld.gov.au) attaching:

- your completed, signed application form
- a photo of the **front and back** of your licence or other card
- your digital photo.

## What happens next?

- Once your photo and signature has been updated:
  - > we will send you a confirmation email
  - > go to [qld.gov.au/RenewLicence](http://qld.gov.au/RenewLicence) to renew your driver licence.

**Privacy statement:** TMR collects this information to assess your renewal application and update your digital photo and signature for the product as required under the provisions of the TORUM and Transport Planning and Coordination Act. TMR may disclose this image and relevant information to interstate and foreign driver licensing authorities, law enforcement agencies, TMR's card production contractor, and to relevant authorised agencies if the information is connected to an application for its product. Your information will not be disclosed to any other third party without your consent, unless required or authorised by law.