



NSW Domestic Violence Disclosure Scheme

Application for someone I am concerned about to receive information

What is the Domestic Violence Disclosure Scheme?

The NSW Domestic Violence Disclosure Scheme helps people who may be at risk of domestic violence to find out if their current or former partner has a history of violent criminal offences.

How can the Scheme help prevent domestic violence?

Domestic violence is usually characterised by a pattern of abusive and controlling behaviours, and perpetrators often repeat these behaviours in successive relationships. The pilot Scheme aims to prevent domestic violence from occurring by empowering those who may be at risk to make informed decisions about their relationship.

Where is the Scheme available?

The Scheme is being piloted in four NSW Police Force Local Area Commands:

- Oxley (Tamworth region)
- Shoalhaven (Nowra region)
- Sutherland (Menai/Engadine/Sutherland region)
- St George (Kogarah/Hurstville region)

To apply, you and the person who may be at risk need to be aged 16 years and over. The person you are applying for must live in a participating local area command. A list of relevant suburbs and postcodes is provided on page 7.

How does the Scheme work?

You will need to complete this application form and submit it to a police station in a participating local area command where the person at risk lives. Police will review this application and do a criminal record check on the current or former partner.

Even where the application is made by a third party, the disclosure is made to the person who may be at risk, unless there are exceptional circumstances determined by police.

You may be present at the disclosure only where the person who may be at risk invites you to be there as a support person.

Will their current/former partner know that an application or a disclosure was made?

To ensure the safety of those who may be at risk, the subject of the application (i.e. a current or former partner) will not be informed of any application or disclosure made about them.

Can I make an application?

As a third party you must be a family member, friend or a professional who has an ongoing relationship with the person who may be at risk.

To apply, you and the person who may be at risk need to be aged 16 years and over. The person you are applying for must live in a participating local area command. You will need to complete and submit this application form at a police station in the pilot region where the person who may be at risk lives.

Take care when completing this application as it is an offence to provide false or misleading information in an application, and penalties apply.

What information will be disclosed?

A conviction will be disclosed to the person who may be at risk where the subject of the application (i.e. the current or former partner) has a relevant offence in their criminal history.

Relevant convictions are for personal violence offences committed *within* a domestic relationship. These include:

- Most personal violence offences such as murder, manslaughter, physical and sexual assault, property damage
- Stalking and intimidation
- Breaches of an Apprehended Domestic Violence Order.

Other relevant convictions include certain personal violence offences committed *outside* of a domestic relationship:

- Sexual offences
- Child abuse offences
- Murder

If a relevant conviction exists, the person you are applying for will be told the type of offence and the date of the conviction. The police may also consider telling them additional information, such as the relationship between their current or former partner and the victim of the offence. This will be considered on a case-by-case basis because police must be careful not to identify those victims.

Some offences and orders will *not* be disclosed under the Scheme. These include:

- Offences committed outside NSW
- Offences where no conviction was recorded
- Convictions that have become spent
- Juvenile convictions
- Apprehended Domestic Violence Orders (these civil orders are not recorded on criminal histories)

How long does it take to get a disclosure?

After you have submitted your application, police will assess whether there is a serious threat to the life, health or safety of the person you are applying for by doing a risk assessment of their circumstances, and a criminal record check their current or former partner.

The police will process all applications within two weeks. If the police believe there is a serious threat to the person you are applying for, they will be notified of any relevant convictions within 48 hours.

What will happen at the disclosure?

The police will advise the person who may be at risk in person at the police station or at another safe location. A domestic violence support service will be present to provide support and help plan for their safety.

Any person present at a disclosure will be required to sign a legal document stating that they will not misuse any information disclosed. This means that any person who receives information must agree to not publish or spread the information, or use the information to stalk or intimidate their current or former partner, or embarrass or humiliate them on social media or through other public networks.

What support services will be available to the person I am applying for?

A worker from a specialist domestic violence support service will be present at the disclosure to provide support and help plan for their safety.

The support service may also arrange other help such as translation services, trauma counselling and other specialist support as required.

The person at risk may bring their own support person, such as a friend, relative or professional working with them or their family.

Will I receive the disclosure?

The disclosure will only be made in person to the person who may be at risk, unless there are exceptional circumstances. You may be present at the disclosure only where the person who may be at risk invites you to be there as a support person.

Will I be informed of the outcome of my application?

No, the police will make contact with the person who may be at risk.

What happens if there are no relevant convictions?

A support service worker will be available to offer support and to further discuss any relationship concerns.

Generally, domestic violence is under-reported, and some matters are withdrawn before they are finalised at court so not all perpetrators of domestic violence will have a criminal conviction.

The absence of a relevant criminal conviction does not mean that the person is not at risk of domestic violence, and it is important that you report any future concerns or instances of violence to the police.

What is an intimate relationship?

For the purpose of the Scheme, an intimate relationship includes people who are married or engaged to be married, separated, divorced, de facto partners, couples promised to each other under cultural or religious tradition, or who are dating. It may or may not involve a sexual relationship and may be between people of the same or different sex.

For former relationships, there must be evidence of ongoing contact between the person at risk and their current or former partner. This means contact that is consistent or planned, and may include:

- Family Court proceedings
- child care arrangements
- family functions
- mutual friends or social networks
- common dealing in private property or business
- common dealing or use of a residence
- work or a common employer
- common kinship relationships in Aboriginal communities, or
- living in small rural communities where contact is unavoidable.

Where can I get more information?

More information is available at www.domesticviolence.nsw.gov.au/dvds.

Application form

NSW Domestic Violence Disclosure Scheme

Office use only:
COPS Event number

PART 1: Personal details of the person who may be at risk

1. Their full name

Title (e.g. Mr, Mrs, Miss, Ms)

Surname

First name

Middle name

2. Have they been known by another name? (please insert)

3. Their gender (please select) Female Male Other

4. Their address

Street address

Suburb

Postcode

Postal address (if different)

5. Their contact details (for police to contact them)

Home phone

Mobile

Email address

6. Their date of birth (dd/mm/yyyy)

/ /

7. Preferred method and time for police to contact them

8. Have they made an application before?

No Yes Unsure

Police station / /

Date / /

9. Their preferred language (optional)

10. Do they need an interpreter? (optional) No Yes

11. Are they of Aboriginal or Torres Strait Islander origin? (optional)

No Yes, Aboriginal Yes, Torres Strait Islander

12. Do they have a disability? No Yes

PART 2: Details of children

13. Do they have children?

Yes No (if no, please move to question 14)

Please list the names of children who live most or all of the time with the person who may be at risk.

Child 1

Surname

First name

Middle name

Gender Female Male Other

Date of birth / /

Address (only if different from person at risk)

Child 2

Surname

First name

Middle name

Gender Female Male Other

Date of birth / /

Address (only if different from person at risk)

Child 3

Surname

First name

Middle name

Gender Female Male Other

Date of birth / /

Address (only if different from person at risk)

Child 4

Surname

First name

Middle name

Gender Female Male Other

Date of birth / /

Address (only if different from person at risk)

Child 5

Surname

First name

Middle name

Gender Female Male Other

Date of birth / /

Address (only if different from person at risk)

Child 6

Surname

First name

Middle name

Gender Female Male Other

Date of birth / /

Address (only if different from person at risk)

**PART 3:
Your Details**

Note: You can only make an application if you have some form of ongoing contact with the person who may be at risk. For example, you are a parent or guardian, relative, friend, or professional working with the person at risk or their family. The disclosure will only be made in person to the person who may be at risk. It is important that you continue to be in contact with the person you are applying for and help them to consider their options to ensure their safety.

14. Your relationship to the person who may be at risk

Parent/guardian Friend/family member
 Professional* Other*

* Please specify

15. Your full name

Title (Mr, Mrs, Miss, Ms)

Surname

First name

Middle name

16. Name of the organisation where you work (if applicable)

17. Your address

Postal address (if different)

18. Your contact details

Home phone

Mobile

Email address

19. Why are you making an application on behalf of the person who may be at risk?

20. Are they aware that you are making an application?

Yes No

21. If no, please explain why you have not told them

**PART 4:
The details of the person's current or former partner**

22. Their full name

Title (e.g. Mr, Mrs, Miss, Ms)

Surname

First name

Middle name

23. Have they been or are they known by another name?
(please insert)

24. Their gender (please select) Female Male Other

25. Their address

Street address

Suburb

Postcode

Postal address (if different)

26. Their contact details

Home phone

Mobile

Email address

27. Their date of birth

/ /

28. Their relationship to the person who may be at risk

Current partner Former partner

**PART 5:
Reason for making the application**

29. Is the person who may be at risk still in the relationship?

No Yes Unsure

30. How long has/was the person who may be at risk been in the relationship?

Years

Months

31. Does the person who may be at risk live with their current/former partner?

No Yes Sometimes

32. Describe the nature of their relationship.

33. *For former relationships only:* Describe the nature of ongoing contact between the person and their current/former partner

34. Are there current Family Law Court proceedings?

No Yes Unknown

35. Are there Family Law Court orders?

No Yes Unknown

36. Is there, or has there been, an Apprehended Domestic Violence Order between the person and their current/former partner?

No Yes Unknown

If yes, when?

37. What are the concerns or reasons for you making this application?

How did you hear about the Scheme? (Optional)

**PART 6:
Applicant's declaration**

There are penalties for including false or misleading information in your application, and requires that you make a declaration that the information you provide is correct and true. This is outlined in section 307A of the Crimes Act 1900, which reads:

Crimes Act 1900

307A False or misleading applications

(1) A person is guilty of an offence if:

- (a) the person makes a statement (whether orally, in a document or in any other way), and
- (b) the person does so knowing that, or reckless as to whether, the statement:
 - (i) is false or misleading, or
 - (ii) omits any matter or thing without which the statement is misleading, and
- (c) the statement is made in connection with an application for an authority or benefit, and
- (d) any of the following subparagraphs apply:
 - (i) the statement is made to a public authority,
 - (ii) the statement is made to a person who is exercising or performing any power, authority, duty or function under, or in connection with, a law of the State,
 - (iii) the statement is made in compliance or purported compliance with a law of the State.

Maximum penalty: Imprisonment for 2 years, or a fine of 200 penalty units, or both.

I hereby apply for information to be disclosed under the NSW Domestic Violence Disclosure Scheme. I am aware that it is an offence to knowingly or recklessly provide false or misleading information in the application form.

Applicant name

Applicant signature

Date / /

Name of NSW Police Force officer and registration number

Signature of NSW Police Force officer

Date / /

**PART 7:
Proof of identity**

You must satisfy the identity check requirement (minimum 100 points) and bring your original identification to the police station with you. The table on the following page lists the approved identification documents and points value.

Office use only: 100 points of ID verified?

Yes No, (application cannot be processed)

Primary person resides in pilot LAC?

Yes No, (application cannot be processed)

Further information

You can submit an application 24 hours a day, seven days a week at a participating police station in NSW. A list of participating suburbs is on page 7.

For more information, contact your nearest police station or visit www.domesticviolence.nsw.gov.au/dvds

Proof of identity

Document type and point value	Document details
<p>Primary documents 70 points</p>	<p>Document</p> <ul style="list-style-type: none"> • Birth certificate • Birth card issued by the New South Wales Registry of Births, Deaths and Marriages • Citizenship certificate • Current passport • Expired passport which has not been cancelled and was current within the preceding two years • Other document of identity having the same characteristics as a passport including diplomatic documents and some documents issued to refugees
<p>Secondary documents 40 points</p>	<p>Document - must have a photograph and a name</p> <ul style="list-style-type: none"> • Driver licence issued by an Australian State or Territory • Roads and Maritime Services (formerly RTA) photo card • Licence or permit issued under a law of the Commonwealth, a State or Territory Government (eg a boat licence) • Identification card issued to a public employee • Identification card issued by the Commonwealth, a State or Territory Government as evidence of the person's entitlement to a financial benefit • An identification card issued to a student at a tertiary education institution
<p>35 points</p>	<p>Document - must have name and address on</p> <ul style="list-style-type: none"> • A document held by a cash dealer giving security over your property • A mortgage or other instrument of security held by a financial body • Council rates notice • Document from your current employer or previous employer within the last two years • Land Titles Office record • Document from the Credit Reference Association of Australia
<p>25 points</p>	<p>Document - must have name and signature on</p> <ul style="list-style-type: none"> • Marriage certificate (for maiden name only) • Credit card • Foreign driver licence • Medicare card (signature not required on Medicare card) • EFTPOS card
<p>25 points</p>	<p>Document - must have name and address on</p> <ul style="list-style-type: none"> • Records of a public utility, eg phone, water, gas or electricity bill • Records of a financial institution • Electoral roll compiled by the Australian Electoral Commission and available for public scrutiny • A record held under a law other than a law relating to land titles • Lease/rent agreement • Rent receipt from a licensed real estate agent
<p>25 points</p>	<p>Document - must have name and date of birth on</p> <ul style="list-style-type: none"> • Record of a primary, secondary or tertiary education institution attended by you within the last 10 years • Record of professional or trade association of which you are a member
<p>Person under the age of 18</p>	<p>A child will meet the 100-point requirement if his or her Identity is verified from ONE of the following:</p> <ul style="list-style-type: none"> • Birth Certificate/Birth Extract • Australian Passport (current, or expired within the previous two years, but not cancelled) • Australian Citizenship certificate • International Passport (current, or expired within the previous two years, but not cancelled) • Other document of identity having same characteristics as a passport eg. diplomatic/refugee • Photo or Signature • A statement from an educational institution, signed by the principal or deputy principal, confirming that the child attends the institution (statement must be on the institution's letterhead).

List of postcodes covered by participating local area commands (LAC)

Tamworth - Oxley

LAC covers:

Appleby 2340
Attunga 2345
Banoon 2347
Barraba 2347
Bective 2340
Bendemeer 2355
Bithramere 2340
Blackville 2343
Blue Vale 2380
Borah Creek 2346
Borambil 2329
Bowling Alley Point 2340
Braefield 2339
Breeza 2381
Bundarra 2359
Bundella 2343
Calala 2340
Caroona 2343
Carroll 2340
Cobbadah 2347
Colly Blue 2343
Coomoo Coomoo 2343
Crawney 2338
Curlewis 2381
Currabubula 2342
Daruka 2340
Duncans Creek 2340
Dungowan 2340
Duri 2344
East Tamworth 2340
Emerald Hill 2380
Garoo 2340
Garthowen 2345
Ghoolendaadi 2380
Gidley 2340
Goolhi 2379
Goonoo Goonoo 2340
Gowrie 2340
Gulf Creek 2347
Gundamulda 2347
Gunnedah 2380
Halls Creek 2346
Hallsville 2340
Hanging Rock 2340
Hillvue 2340
Ironbark 2347
Keepit 2340
Kelvin 2380
Kentucky 2354
Kingswood 2340
Klori 2346
Kootingal 2352
Limabri 2352
Lindesay 2347
Longarm 2347
Loomberah 2340
Manilla 2346
Marys Mount 2380
Mayvale 2347
Milroy 2380
Moonbi 2353
Moore Creek 2340
Mulla Creek 2352
Mullaley 2379
Namoi River 2346
Nemingha 2340
New Mexico 2346
Niangala 2354
North Tamworth 2340

Nowendoc 2354
Nundle 2340
Ogunbil 2340
Orange Grove 2380
Oxley Vale 2340
Piallamore 2340
Pialloway 2342
Pine Ridge 2343
Premer 2381
Quipolly 2343
Quirindi 2343
Rangari 2380
Red Hill 2347
Retreat 2355
Rushes Creek 2346
Somerton 2340
South Tamworth 2340
Spring Ridge 2343
Tambar Springs 2381
Taminda 2340
Tamworth 2340
The Pilliga 2388
Thirlidene 2347
Timbumburi 2340
Tintinhull 2352
Upper Horton 2347
Upper Manilla 2346
Walcha 2354
Walcha Road 2354
Wallabadah 2343
Wallamore 2340
Warrabah 2346
Warrah Ridge 2343
Warral 2340
Watsons Creek 2355
Weabonga 2340
Werris Creek 2341
West Tamworth 2340
Westdale 2340
Willala 2382
Willow Tree 2339
Wimborne 2346
Winton 2344
Wongo Creek 2346
Woodsreef 2347
Woolbrook 2354
Woolomin 2340
Yannergie 2343
Yarraman 2400
Yarrowitch 2354

Nowra - Shoalhaven

LAC covers:

Back Forest 2535
Bamarang 2540
Bangalee 2541
Barren Grounds 2577
Barrengarry 2577
Barringella 2540
Basin View 2540
Bawley Point 2539
Beaumont 2577
Beecroft Peninsula 2540
Bellawongarah 2535
Bendalong 2539
Berrara 2540
Berringer Lake 2539
Berry 2535
Berry Mountain 2535
Bewong 2540
Bolong 2540

Bomaderry 2541
Boolijah 2540
Bream Beach 2540
Brogers Creek 2535
Brooman 2538
Broughton 2535
Broughton Vale 2535
Browns Mountain 2540
Brundee 2540
Buangla 2540
Budawang 2622
Budgong 2577
Bulee 2622
Bundewallah 2535
Burrier 2540
Burrill Lake 2539
Callala Bay 2540
Callala Beach 2540
Cambewarra 2540
Cambewarra Village 2540
Cockwhy 2539
Comberton 2540
Comerong Island 2540
Conjola 2539
Conjola Park 2539
Coolangatta 2535
Coolumburra 2622
Croobyar 2539
Cudmirrah 2540
Culburra Beach 2540
Cunjurong Point 2539
Currarong 2540
Currowan 2536
Dolphin Point 2539
Durras North 2536
East Lynne 2536
Endrick 2622
Erowal Bay 2540
Ettrema 2540
Falls Creek 2540
Far Meadow 2535
Fishermans Paradise 2539
Greenwell Point 2540
Huskisson 2540
Hyams Beach 2540
Illaroo 2540
Jaspers Brush 2535
Jerrawangala 2540
Kangaroo Valley 2577
Kinghorne 2540
Kings Point 2539
Kioloa 2539
Lake Conjola 2539
Lake Tabourie 2539
Little Forest 2538
Longreach 2540
Manyana 2539
Mayfield 2540
Meroo Meadow 2540
Milton 2538
Mogood 2538
Mollymook 2539
Mollymook Beach 2539
Mondayong 2540
Moollattoo 2540
Morton 2538
Mount Kingiman 2539
Mundamia 2540
Myola 2540
Narrawallee 2539
North Nowra 2541

Nowra 2541
Nowra Hill 2540
Numbaa 2540
Old Erowal Bay 2540
Orient Point 2540
Parma 2540
Pebbly Beach 2536
Pointer Mountain 2539
Porters Creek 2538
Pretty Beach 2539
Pyree 2540
Quiera 2622
Red Rocks 2577
Sanctuary Point 2540
Sassafras 2622
Shoalhaven Heads 2535
South Nowra 2541
St George 2622
St Georges Basin 2540
Sussex Inlet 2540
Swanhaven 2540
Tallowal 2540
Tapitallee 2540
Terara 2540
Termeil 2539
Tianjara 2622
Tolwong 2622
Tomerong 2540
Touga 2622
Tullarwalla 2540
Twelve Mile Peg 2540
Ulladulla 2539
Upper Kangaroo River 2577
Vincentia 2540
Wandandian 2540
Watersleigh 2540
Wattamolla 2535
West Nowra 2541
Wollumboola 2540
Woodburn 2538
Woodhill 2535
Woodstock 2538
Woollamia 2540
Worrigea 2540
Worowing Heights 2540
Wrights Beach 2540
Yadboro 2539
Yalwal 2540
Yatte Yattah 2539
Yerriyong 2540

Sutherland - Sutherland

LAC covers:

Alfords Point 2234
Bangor 2234
Barden Ridge 2234
Bonnet Bay 2226
Bundeena 2230
Como 2226
Engadine 2233
Grays Point 2232
Gymea 2227
Gymea Bay 2227
Heathcote 2233
Holsworthy 2173
Illawong 2234
Jannali 2226
Kangaroo Point 2224
Kareela 2232
Kirrawee 2232
Loftus 2232

Lucas Heights 2234
Maianbar 2230
Menai 2234
Oyster Bay 2225
Royal National Park O
Sandy Point 2172
Sutherland 2232
Sylvania 2224
Waterfall 2233
Woronora 2232
Woronora Dam 2508
Woronora Heights 2233
Yarrawarrah 2233

Kogarah/Hurstville -

St George LAC covers:

Allawah 2218
Arncliffe 2205
Banksia 2216
Bardwell Park 2207
Bardwell Valley 2207
Beverly Park 2217
Beverly Hills 2209
Bexley 2207
Bexley North 2207
Blakehurst 2221
Brighton-Le-Sands 2216
Carlton 2218
Carss Park 2221
Connells Point 2221
Dolls Point 2219
Hurstville 2220
Hurstville Grove 2220
Kingsgrove 2208
Kogarah 2217
Kogarah Bay 2217
Kyeemagh 2216
Kyle Bay 2221
Lugarno 2210
Mortdale 2223
Narwee 2209
Monterey 2217
Oatley 2223
Peakhurst 2210
Peakhurst Heights 2210
Penshurst 2222
Riverwood 2210
Ramsgate 2217
Ramsgate Beach 2217
Rockdale 2216
Sandringham 2219
Sans Souci 2219
South Hurstville 2221
Turrella 2205
Wolli Creek 2205

A full list of local area commands and police stations are available on the NSW Police website www.police.nsw.gov.au

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