

Sample of a certified identity document

A certified document of identity should include following components:

1. A clear copy of the document (i.e. a driver's license with both the front & back, or a passport)
2. The authorised person's stamp (if applicable)
3. The statement "Having seen the original from which this copy was made, I hereby certify this to be a true copy of the original and that the photograph bears a true likeness to the individual", written or stamped
4. Signature of the authorised person
5. The full name, qualification, registration number, phone number, and email address of the authorised person
6. The date of authorisation (within 3 months of receipt)

