



The following document outlines the process for applying for Blue Cards, as well as linking volunteers to our organization. Please note that all volunteers are required to maintain a Positive Blue Card while volunteering at Glory City Church.

### **Applying for a New Blue Card.**

- Navigate to the following link and follow the instructions to apply online.
  - To set up an online account please [Click Here](#).
- Please note that you will need a TMR customer reference number before you can apply for an online account. This number appears on a driver's licence, a proof of age card or a photo identity card.
- If you are travelling from overseas or instate you will need to visit your closest TMR service centre and apply for a CRN. Please follow the instructions in the above link to apply for a blue card
- When you have the correct documentation, you need to register for a Blue Card Online account.
- When you have registered for your online account, you can renew your Blue Card or exemption card, manage your contact details, link or delink your card to an organisation.
- Before you can apply for a volunteer Blue Card please email the following information to [admin@glorycitychurch.com.au](mailto:admin@glorycitychurch.com.au)
  - Blue Card Account Number,
  - Date of birth,
  - Residential address
  - Mobile number
  - Email address)
- You will receive an email confirming the linking of your application to our organisation.
- Once you have received the confirmation, you can log onto your Blue Card Online Account and apply for you Blue Card / Exemption Card. The application takes 2 minutes from this point.
- When a positive notice is issued, you will receive your physical card in the mail.

Please note the following for your blue card application.

- You are working in a voluntary capacity at Glory City Church – no fees apply to your application. Please ensure you select the volunteer option.
- Please select the Church, Clubs and Associations category when applying.
- Your application will be finalised and an outcome determined within five working days of the application.
- Please make sure you read and understand all the terms and conditions surrounding applying for a blue card including who can and cannot apply. These are stated clearly on the application.

### **Process for the Linking an Existing Card.**

- If you already have an issued Blue Card, we must link the card to our organisation.
- To link your positive notice to your organisation can you please email the following details to [admin@glorycitychurch.com.au](mailto:admin@glorycitychurch.com.au)
  - Blue Card Number
  - Date of Birth
  - Telephone Number
  - Email Address
  - Full address including suburb and postcode.

## **Applying for an Exemption Card (QLD Teachers or Police Officer)**

- If you are a registered teacher or police officer with the state of QLD you will need to apply for an Exemption Card.
- To apply for an exemption card, you need to register for a Blue Card Services Online account.
- To login or register please visit the following site <https://my.bluecard.qld.gov.au/login>. You will need your driver's licence on hand.
- Once you have registered for an online account you will need to apply for an Exemption Card. Please follow the prompts.
- When you received your Exemption Number can you please email the following details to [admin@glorycitychurch.com.au](mailto:admin@glorycitychurch.com.au)
  - Blue Card Number
  - Date of Birth
  - Telephone Number
  - Email Address
  - Full address including suburb and postcode.