## How to apply /renew your WWCC

Please go to the website

https://online.justice.vic.gov .au/wwccu/onlineapplication.do j

Please give the following details:

Volunteer (Your application will be free of charge!)

64 Religious organisation

and for the organisation:

Sahaja Yoga Australia 10 Clarence Street, Burwood, NSW 2134 Phone: 0401 121 350

Print off your completed forms and take them to any Post Office with the necessary proof of identity: passport, Medicare card, utility bills.

After receiving your WWCC card, please complete the online form:

https://docs.google.com/forms/d/e/1FAIpQLSfMJT9MMHqY\_Hg5yxnriuUWPC0ZDXdpzULr70ohkgiQzSozw/viewform

and please send a copy of your WWCC card to our Legal Compliance Team Leader, Sue Nickson <u>sue.nickson@yahoo.com. au</u> as she is legally required to keep copies.

If you have any questions please contact Astrid astridfleay@gmail.com

## RENEWAL

Renewing a WWCC is easy as long as you renew before the expiry date.

When you get your reminder email from the Department of Justice, click on their link, change any details you need and that's it. They send you the new card. It's only if you let it lapse that you have to lodge an application at the post office.