

## RENEWALS WWVP

Access Canberra will issue a series of renewal reminders through the post in the lead-up to the expiry of your registration. The letters will be sent to your most recent postal address.

If you have changed your postal address, please update your details either [online](#) or by completing a [Working With Vulnerable People - Change of personal details.doc](#) .

### Renew online

If applying to renew a *non-expired* Working With Vulnerable People registration [renew online](#) You will need to have your renewal letter ready which will include important information you will need to apply online such as:

- your unique letter ID number; and
- your Working With Vulnerable People registration number.

Applicants who renew before the expiry of their WWVP registration and renew online will not require a new photo. Only new applicants and those people applying to renew after the expiry of their registration will be required to have a new photo.

If you have lost your letter and/or unique letter ID number, please call background screening on 6207 3000.

Fees are current from 1 July 2015 to 30 June 2016. A renewal fee of \$76.00 applies to people who are employed to work with vulnerable people. Renewal is free for volunteers, however, if the volunteer also works in a regulated activity they are still required to pay the \$76.00 fee.