



Getting ready for your corporation's 2022 AGM

AGM checklist

Take these things to your AGM:

- Copies of the **Director ID application form** for people who nominate on the day – provide the link for people to [apply online](#) or bring printed copies of the [Director ID paper application form](#) and [Director ID proof of identity reference](#)
- Copies of the [Application for an extension of time to apply for a director ID](#) for people who cannot apply on the day
- Copies of your [Consent to become a director form](#) (from your corporation's rule book or if you don't have your own use ORIC's template)

Director eligibility

Having a director ID is not an eligibility requirement to become a director. You can be appointed as a director, participate in directors' meetings, and perform your duties and functions without a director ID, even if you have not applied for a director ID by the required time. BUT not applying for a director ID on time is an offence for which you may in the future face a penalty.

We encourage you to avoid this penalty by applying for your director ID as soon as practicable.