



# Defence Archives

## Our Vision:

To provide timely, accurate and reliable records services that meet customers' needs.



### Service Records

Service records are classified into two categories:

- Personal records
- Health records



### Personal Records

- Enlistment records
- Record of service/record of service card
- Statement of service



### Health Records

- Medical records
- Dental records
- Psychological records

Defending Australia and its National Interests  
[www.defence.gov.au](http://www.defence.gov.au)



## Defence Archives

Telephone: 1800 333 362

Post: Defence Archives  
PO Box 225  
QUEENSLIFF VIC 3225

Email: [adf.records@defence.gov.au](mailto:adf.records@defence.gov.au)

Web: <http://www.defence.gov.au/Records/ExService.asp>

# Our top 5 customer FAQs

- 1. How do I apply for access to my records or my relatives records?**

Individuals, authorised representatives and immediate family can make a request using the 'Request for Service Records' form available on the [Defence Archives website](#).
- 2. I'm applying for a Department of Veteran's Affairs (DVA) claim, do I need to request my records from Defence Archives?**

You do not need to request a copy of your records. DVA will request your records to assess your claim.
- 3. How do I apply for Honours and Awards?**

Applicants should refer to the Defence Honours and Awards website at [www.defence.gov.au/medals](http://www.defence.gov.au/medals).
- 4. How do I get my records amended?**

Information on how to have your records amended can be obtained by emailing the Defence Privacy Office at [defence.privacy@defence.gov.au](mailto:defence.privacy@defence.gov.au)
- 5. What evidence do I need to provide when requesting records?**

Details on evidence required can be found on the Defence Archives website: [www.defence.gov.au/Records/](http://www.defence.gov.au/Records/)

## Other Resources:

Defence Archives: [www.defence.gov.au/Records/](http://www.defence.gov.au/Records/)  
National Archives Australia: [www.naa.gov.au](http://www.naa.gov.au)  
Australian War Memorial: [www.awm.gov.au](http://www.awm.gov.au)  
Department of Veteran's Affairs: [www.dva.gov.au](http://www.dva.gov.au)  
Returned and Services League of Australia: [www.rsl.org.au](http://www.rsl.org.au)  
Honours and Awards: [www.defence.gov.au/medals](http://www.defence.gov.au/medals)

DPS: MAR024-19

## Want more information?

You can contact us using the details on the business card below. Please tear off the business card and keep it handy for future reference.



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