



Have you previously carried on business as an agent or been employed by an agent?
<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please provide particulars of that business or employment.

**3. Details of Former Nominee**

Full Name of Former Nominee

Current Residential Address of Former Nominee

Postcode

**4. Testimonials**

In addition to the signed testimonials below, written referee statements that attest to the good character of the New Nominee, must be attached to this application.

Referee 1:

I, ... ..  
 (full name)

.....  
 (contact address)

declare that I have known ... ..  
 (name of applicant)

for ... .. year(s) and that in my opinion he/she is a person of good character and conduct.

Title	
Signature	
	Date
	/   /

Referee 2:

I, .....  
(full name)

.....  
(contact address)

declare that I have known .....  
(name of applicant)

for ..... year(s) and that in my opinion he/she is a person of good character and conduct.

Title	
Signature	
	Date
	/ /

**5. Declaration**

I, .....  
(full name of nominee)

was on the ..... day of ..... 20... , appointed nominee

of the corporation for the purposes of the *Commercial and Private Agents Licensing Act*, and am in bona fide control of the affairs of the corporation in the Northern Territory.

I solemnly and sincerely declare that the statements and information contained in this application are true and correct to the best of my knowledge and I make this solemn declaration by virtue of the *Oaths Act* and conscientiously believing the statements contained in this declaration to be true in every particular.

I acknowledge that a person making a false statement in a statutory declaration is guilty of an offence and is liable to a penalty of \$2000 or imprisonment for twelve months, or both.

Declared at ..... this..... day of..... 20.....

Signature of Applicant

	Date
	/ /

\*Signature of Witness

Date

Full Name of witness (family name and given name)

\*This declaration may be made before any person who has attained the age of (18) eighteen years.

### Notes to Application

#### 1. Lodgement

The application form, along with the applicable fees, attachments to application, supporting documentation etc., must be lodged at your nearest Territory Business Centre.

#### 2. Applications

The Commissioner will only receive and consider complete applications.

The Commissioner will, within 45 days after receiving an application, notify the applicant in writing that either the licence has been granted or refused.

#### 3. Identification

You must attach a certified copy of your identification in the form of either:

- (a) An Australian or overseas passport which is current or expired within two years
- (b) An Australian photographic Drivers Licence which is current or expired within two years

#### 4. Police Check

An Authority to Release Criminal History form must be filled out and submitted together with this application.

## Applicant Checklist

Processing of your application will be delayed if you have not completed the checklist.

<input type="checkbox"/> Have all sections of the application been completed?
<input type="checkbox"/> Have you included written testimonials (by the two people who signed section 3) attesting to the New Nominee's good character?
<input type="checkbox"/> Have you included a copy of your current identification?
<input type="checkbox"/> Have you included the Authority to Release Criminal History form?

## For Office Use

Document lodged by:

Name	
Postal Address	
Telephone	

Date of advertisement:	Fees paid:	Receipt Number
/ /		
Officer	Email	

## Notice In Accordance with the Information Act (Information Privacy Principle 1)

Licensing, Regulation and Alcohol Strategy (LRAS – a division of NT Department of Justice) is seeking information from you for the purposes of your application.

Information Privacy Principle 1 (IPP 1) requires that a public sector organisation must not collect personal information unless the information is necessary for one or more of its functions or activities. If personal information about an individual is collected from the individual, the organisation must take reasonable steps to ensure that the individual is aware of certain matters. For the purposes of IPP 1, the following advice is provided.

- a) You are able to access your personal information that you have provided by making a written request to the Director of Licensing.
- b) The information is required pursuant to the *Commercial and Private Agents Licensing Act*. The *Act* requires that certain matters must be considered when deciding whether or not to approve an application.
- c) The information will be kept confidential except as follows:
  - i. Information may be sought from Police, government agencies, interstate licensing authorities, or referees or other persons nominated by you. Information may be released to those sources to the extent necessary to verify information about you and your application.
  - ii. If a hearing is involved, information will be released to the parties, Commission or the Court, as required by the *Act*.
  - iii. Registers of licences and permits will be maintained and may be made available to the public on request.
- d) You do not have to provide information if you do not wish to do so. However, an application may not be approved if there is insufficient information to properly determine the matter in accordance with the *Act*.

Website: [www.nt.gov.au/justice/licenreg](http://www.nt.gov.au/justice/licenreg)

### TERRITORY BUSINESS CENTRES

TOLL FREE LINE: 1800 193 111 (Australia Wide)

Darwin	Katherine	Tennant Creek	Alice Springs	Postal Address
Development Hse 76 The Esplanade Darwin NT 0800 Phone: (08) 8982 1700	1 Randazzo Bldg 18 Katherine Tce Katherine NT 0850 Phone: (08) 8973 8180	Shop 2, Barkly Hse Cnr Paterson & Davidson Sts Tennant Creek NT 0860 Phone: (08) 8962 4411	Peter Sitzler Bldg 67 North Stuart Highway Alice Springs NT 0870 Phone: (08) 8951 8524	GPO Box 9800 Darwin NT 0801 <a href="mailto:territory.businesscentre@nt.gov.au">territory.businesscentre@nt.gov.au</a>

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