

INFORMATION REGARDING FORM

Section 109B of the *Queensland Building and Construction Commission Act 1991* provides that a licensee must give the commission notice of particular matters about interstate or New Zealand licences within 14 days after the event happens.

Events include:

1. You are granted an interstate or New Zealand licence OR
2. Your interstate or New Zealand licence is cancelled or suspended.

Please note that notification is only required if the event happened on or after 1 October 2020.

WARNING: Failure to provide the QBCC notice of the above events is an offence and may incur a penalty.

RETURN YOUR COMPLETED FORM AND ALL REQUIRED DOCUMENTS BY

Post: GPO Box 5099 Brisbane QLD 4001.

In person: QBCC service centres are listed on our website qbcc.qld.gov.au.

COMPLETING THIS FORM

This is an interactive PDF form that you may complete in your web browser. Please save this PDF form for your personal records before submitting via email or providing a printed hard copy. If you are completing this form in hard copy:

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid; cross out and initial amendments.

PRIVACY NOTICE

The QBCC is collecting information on this form to determine whether you are entitled to a licence. This is authorised by the *Queensland Building and Construction Commission Act 1991* (QBCC Act). Your personal information may be shared with other interstate or New Zealand licensing bodies. Some of this information will be included in the licensee register. You may receive information from us for educational purposes in accordance with the QBCC Act. You will be able to opt-out of receiving this information. All information held by the QBCC may be subject to application for access under the Right to Information and Privacy legislation or as authorised or required by law. For further information access the Privacy Statement at qbcc.qld.gov.au.

1. APPLICANT DETAILS

Title	Mr	Mrs	Miss	Ms		Other			
Surname									
First name									
Date of birth	D	D	M	M	Y	Y	Y	Y	QBCC Licence number
	/		/						
Postal address							State	Postcode	
Home phone							Mobile		
Email									

2. INTERSTATE OR NEW ZEALAND LICENCE DETAILS

Provide details of any interstate or New Zealand licence for commercial, industrial or residential building work.

State/Territory/
NZ licence held

Date of birth	D	D	M	M	Y	Y	Y	Y	Licence number
	/		/						

Type of licence
(i.e. contractor/
supervisor)

List the class/es
of licence

issued (e.g.
carpentry,
bricklaying,
painting etc)


Response character limit – maximum 400

2. INTERSTATE OR NEW ZEALAND LICENCE DETAILS CONTINUED

I have attached a copy of my interstate or New Zealand licence	Yes	No
Was the licence cancelled?	Yes	No
Was the licence suspended?	Yes	No
If yes, provide the date the licence was cancelled/suspended	D D M M Y Y Y Y	/ /

Provide the reason for the licence cancellation/suspension.
Attach copies of all documentation relating to the cancellation/suspension.

Response character limit — maximum 780

 I have attached a copy of all relevant documentation.	Yes	No
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3. ADDITIONAL INTERSTATE OR NEW ZEALAND LICENCE DETAILS

Provide details of any interstate or New Zealand licence for commercial, industrial or residential building work.

State/Territory/ NZ licence held	D D M M Y Y Y Y	Licence number
Date of birth	/ /	
Type of licence (i.e. contractor/ supervisor)		
List the class/es of licence issued (e.g. carpentry, bricklaying, painting etc)		


Response character limit — maximum 400

3. ADDITIONAL INTERSTATE OR NEW ZEALAND LICENCE DETAILS CONTINUED


I have attached a copy of my interstate or New Zealand licence	Yes	No
Was the licence canceled?	Yes	No
Was the licence suspended?	Yes	No
If yes, provide the date the licence was canceled/suspended	D D / M M / Y Y Y Y	

Provide the reason for the licence cancellation/suspension.
 Attach copies of all documentation relating to the cancellation/suspension.

Response character limit – maximum 780

 I have attached a copy of all relevant documentation.	Yes	No
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4. DECLARATION


WARNING: Incorrect or misleading information may lead to prosecution for an offence and/or review and possible cancellation of your licence.

I declare the information provided in this complaint, to the best of my/our knowledge, is true and correct.


the statements contained in this notice are true and correct

I have read the Privacy Notice (page 1).

Name of person providing the declaration

Applicant's signature

Date D D / M M / Y Y Y Y

 Please ensure the Declaration is not dated more than one (1) month prior to the date the application is submitted to QBCC.