

Motor vehicle dealer prescribed annual return for an individual

Use this form to lodge your motor vehicle dealer annual return as an individual in accordance with Section 141 of the *Consumer Affairs and Fair Trading Act 1990*.

If any of your business details have changed (additional car yard, new dealer manager, other contact details) please submit an application for a variation of a motor vehicle dealer licence with this application and the relevant fee.

See the [motor vehicle dealer licences](#) webpage for further information and the annual prescribed fee. Please note: there is an additional fee for each additional car yard.

Licence details				
Licencee name:				
Licence number:				
Applicant details				
Surname:		Date of birth:		
Given name/s:				
Postal address:				
Suburb:		State:		Postcode:
Contact details				
Phone number:		Mobile number:		
Email address:				
Do you agree to receive correspondence by email?				Yes / No
Principle place of business (primary car yard)				
Dealer manager name:				
Business address:				
Suburb:		State:		Postcode:
Phone number:		Mobile number:		
Email address:				
Do you use a business or trading name?				Yes / No
If yes, provide your business name, business number and website below.				
Business name:				
Business number:				
Website address:				
Do you intend to carry on business from more than one car yard?				Yes / No
If yes, complete below. If more than one other place of business copy and attach to the application.				

Other place of business details (Additional car yard details)					
Dealer manager name:					
Business address:					
Suburb:		State:		Postcode:	
Phone number:		Mobile number:			
Email address:					
Disclosures					
In the NT or elsewhere during the last 12 months, have you:					
1. Applied for an authorisation (however described), such as a licence or certificate, or registration, under any Act relating to the regulation of any business trade, profession, industry or occupation?					Yes / No
If yes, provide details below:					
2. Were any of the applications for such authorisation refused or withdrawn?					Yes / No
If yes, provide details below:					
3. In respect of those applications approved, is there any authorisation no longer in force for any reason?					Yes / No
If yes, provide details below:					
4. In the last 10 years, been subject to action of a disciplinary nature relating to any authorisation referred to above?					Yes / No
If yes, provide details below:					
5. Is there any investigation or are there any proceedings, pending or current, which may result in such action of a disciplinary nature in relation to any authorisation referred to above?					Yes / No
If yes, provide details below:					
6. Since being licensed, have you been convicted of, or served any part of a term of imprisonment, wherever committed, for an offence involving fraud, dishonesty or physical violence or an offence against the <i>Consumer Affairs and Fair Trading Act 1990</i> ?					Yes / No
If yes, provide details below:					

7. Is there a charge pending in relation to an offence involving fraud or dishonesty?	Yes / No
If yes, provide details below:	
8. Have you been known by any other names?	Yes / No
If yes, provide details below:	
9. Assigned your estate for the benefit of creditors or been declared bankrupt?	Yes / No
If yes, provide details below:	
10. Been a secretary, a director, or a person concerned in the management of a corporation which has been placed under a receiver or manager, or wound up, or which has entered into a compromise or scheme of arrangements with creditors?	Yes / No
If yes, provide details below:	
Applicant declaration	
I, (full name):	
Of (address):	
Solemnly and sincerely declare that:	
<ul style="list-style-type: none"> All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and I have read and understood the information contained in this application; and The declaration is true and correct; and I know that it is an offence to make a declaration that is false in any material particular. 	
This declaration is made at: (location)	on: (date)
Applicant signature:	
Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.	
Supporting documents checklist	
Prescribed application fee – See the motor vehicle dealer licences page for current fee.	Yes / No
Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. For example: Drivers licence, passport, evidence of age card, firearms licence, working with children's card etc.	Yes / No
Signed and completed declaration.	Yes / No

Privacy statement

The Northern Territory Government complies with the Information Privacy Principles scheduled by the *Information Act 2002*.

Lodgement

Complete applications can be lodged in person, email or via post at a Territory Business Centre below:

Darwin:	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah
Katherine:	Big Rivers Government Centre, 5 First Street, Katherine
Tennant Creek:	Shop 2, Barkly House, Cnr Davidson and Paterson Streets, Tennant Creek
Alice Springs:	Ground Floor, The Green Well Building, 50 Bath Street Alice Springs

1800 193 111 territorybusinesscentre@nt.gov.au GPO Box 9800 Darwin NT 0801

Payment details

A fee is payable on lodgement of this application form. Payment can be made by:

- Cash (in person only); or
- Cheque (made out to Receiver of Territory Monies); or
- Credit card (Visa or MasterCard accepted in person or over the phone). Note: A staff member from the Territory Business Centre will contact you via phone for payment.

Payment date:	Receipt number:	Amount paid:
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