

Private Security

Application for Renewal of a Private Security Firm Licence for a Company

Term of Licence		
<input type="checkbox"/> 1 Year	<input type="checkbox"/> 2 Years	<input type="checkbox"/> 3 Years
Licence Details		
Licensee Name:		
Licence Number:		Expiry Date:
Applicant Details		
Full Name of Corporation:		
ACN:		ABN:
Corporation Head Office		
Unit/Building Number:		Street Number:
Street Name:		
Suburb:	State:	Postcode:
Country:		
Postal Address and Contact Details		
<input type="checkbox"/> Postal Address is the same as Corporation Head Office		
Unit/Building Number:		Street Number:
Street Name:		
Post Office Box Address:		
Suburb:	State:	Postcode:
Country:		
Telephone:		Mobile:
Fax Number:		
Email:		
Principal Place of Business		
<input type="checkbox"/> Principal Place of Business Address is the same as Corporation Head Office		
Unit/Building Number:		Street Number:
Street Name:		
Suburb:	State:	Postcode:
Country:		
Telephone:		Mobile:
Fax Number:		
Email:		
Does the Corporation use a Business or Trading Name? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>If Yes, provide Business Name, Business Number and Website</i>		
Business Name:		
Business Number:		
Website:		

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Does the Corporation intend to carry on business from more than one office? <i>If yes, fill in Details</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>of Other Place of Business</i>		
Details of Other Place of Business (1)		
Unit/Building Number:	Street Number:	
Street Name:		
Suburb:	State:	Postcode:
Country:		
Telephone:	Mobile:	
Fax Number:		
Email:		
Details of Other Place of Business (2)		
Unit/Building Number:	Street Number:	
Street Name:		
Suburb:	State:	Postcode:
Country:		
Telephone:	Mobile:	
Fax Number:		
Email:		
<i>If more than 2 other places of business need to be recorded, please complete the details on a separate sheet and attach to this application.</i>		
Disclosures		
1. In the last 12 months has there been a change in the directors, general manager or other principal officer of the Corporation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>(If yes, please provide relevant details)</i>		
2. In the last 12 months has the Corporation, a director or other person concerned in the management of the Corporation, been convicted, fined, or disqualified by any court, tribunal, board or other authority of the Territory, the Commonwealth or a State or another Territory of the Commonwealth, in respect of any business or other financial dealings in or outside the Territory, or been a member of a company so dealt with? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>(If yes, please provide relevant details)</i>		
3. In the last 12 months has any director or person concerned in the management of the Corporation been convicted of any offence(s)? If yes, quote the offence(s), relevant date(s), jurisdiction(s) and sentence(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>(If yes, please provide relevant details)</i>		

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4. In the last 12 months has any director or person concerned in the management of the Corporation been convicted of a disqualifying offence(s)? If yes, quote the offence(s), relevant date(s), jurisdiction(s) and sentence(s). Please see the information help text for a list of disqualifying offences.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
5. In the last 12 months has any director or person concerned in the management of the Corporation been the subject of evidence given in any Court or Commission of Inquiry?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
6. In the last 12 months has any director or person concerned in the management of the Corporation been declared bankrupt or assigned their estate for the benefit of creditors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
7. In the last 12 months has any director or person concerned in the management of the Corporation been or are currently bound by any recognisance (bail condition) or the subject of any charge pending in relation to any offence(s) before a court or Commission of Inquiry?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
Unattested Declaration under the Oaths, Affidavits and Declaration Act		
I, <i>(Full Name)</i>	of: <i>(Address)</i>	
Solemnly and sincerely declare that:		
1. I have been appointed nominee of the corporation for the purposes of the Private Security Act, and am in bona fide control of the affairs of the corporation in the Northern Territory		
2. All statements and information contained in this application are true and correct to the best of my knowledge;		
3. I have read and understood the information contained in this application; and		
4. I know that it is an offence to make a declaration that is false in any material particular.		
Signature:	On: <i>(date)</i>	
Note: A person wilfully making a false statement in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.		
Supporting Documents		
The following documents are required to be lodged with the application:		
<input type="checkbox"/> Current Company Extract.		
<input type="checkbox"/> Current Business Name Extract (if applicable).		
<input type="checkbox"/> Evidence of lodgement of a Criminal History Check with Safe NT for each <u>new</u> Director and each person concerned in the management and control of the company (unless they hold a current licence under the <i>Private Security Act</i>).		

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Certified copy of current photo identification for each new Director and each new person concerned in the management and control of the company.

Application Notes

Please read the notes below before you submit your application to renew a licence as a company.

The following supporting documents must be provided with this application:

- A current company extract;
- A current business name extract (if applicable)
- A completed and signed unattested declaration, available in the "Unattested Declaration" section above.

If there have been changes to the Officers of the Corporation you must fill in the form for Notification of New Officer of the Corporation provided below and provide the following for each new Officer of the Corporation

1. New Officers of the Corporation must complete a NT Criminal History **Fingerprint** Check Application **for the purpose of Security**, which is to be submitted at SafeNT (Northern Territory police station). Additional charge applies.
Upon renewal of a licence, only a National Police History **Name** Check application **including spent convictions** is required.
2. A current Passport or Driver's Licence.
3. A completed disclosure, available in the 'Disclosures' section above.
4. A completed and signed unattested declaration, available in the 'Unattested Declaration' section above.
5. It shall be a condition of all licences that the licensee shall comply with the approved Code of Practice together with any other conditions prescribed in relation to such a licence.

More information and a schedule of **FEES** is available at <https://nt.gov.au/industry/licences/security-licences/fees>

Privacy Statement

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

Fees and Payment

Contact your local Territory Business Centre for the relevant schedule of fees.

Cash – Territory Business Centre

Cheque - payable to **RTM (Receiver of Territory Monies)**

Credit card Visa MasterCard

Name on Card

Credit Card Number

Credit Card Expiry Date

-- / -- (MM/YY)

I hereby authorise the Territory Business Centre to debit the above credit card for the amount of \$

Amount in words

Applicant Signature

Date

Contact Phone Number

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Notification of a New Director of the Corporation

Complete the following sections for a <u>New</u> Officer of the Corporation. If there is more than one <u>New</u> Officer of the Corporation, photocopy and complete the following sections for each officer. Attach the additional pages when you submit your application.		
Officers of the Corporation <i>(photocopy and complete for each new Officer of the Corporation if more than one)</i>		
Details of each Officer of the company (Directors, Managers and Secretary) and each person who substantially controls or could substantially control the affairs of the company.		
Surname:	Title:	
Given Name(s):	Other Names:	
Date of Birth:		
Position Held:	<input type="checkbox"/> Director	<input type="checkbox"/> Legal Officer
		<input type="checkbox"/> President
	<input type="checkbox"/> Company Secretary	<input type="checkbox"/> Treasurer
		<input type="checkbox"/> Principal Executive Officer
Postal Address and Contact Details <i>(photocopy and complete for each new Officer of the Corporation if more than one)</i>		
Unit/Building Number:	Street Number:	
Street Name:		
Post Office Box Address:		
Suburb:	State:	Postcode:
Country:		
Telephone:	Mobile:	
Fax Number:		
Email:		
Disclosures <i>(photocopy and complete for each new Officers of the Corporation if more than one)</i>		
1. Have you in the last 10 years been convicted, fined, or disqualified by any court, tribunal, board or other authority of the Territory, the Commonwealth or a State or another Territory of the Commonwealth, in respect of any business or other financial dealings in or outside the Territory, or been a member of a company so dealt with?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
2. Have you in the last 10 years been convicted of any offence(s)? If yes, quote the offence(s), relevant date(s), jurisdiction(s) and sentence(s)		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
3. Have you in the last 10 years been convicted of a disqualifying offence(s)? If yes, quote the offence(s), relevant date(s), jurisdiction(s) and sentence(s). Please see the information help text for a list of disqualifying offences.		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
4. Have you been the subject of evidence given in any Court or Commission of Inquiry?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		

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Notification of a New Director of the Corporation

5. Have you been declared bankrupt or assigned your estate for the benefit of your creditors? If yes, quote the date(s) and jurisdiction(s).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
6. Have you been or are you currently bound by any recognisance (bail condition) or the subject of any charge pending in relation to any offence(s) before a court or Commission of Inquiry?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
7. Have you been known by any other names?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>(If yes, please provide relevant details)</i>		
Unattested Declaration under the Oaths, Affidavits and Declaration Act <i>(photocopy and complete for each Officer of the Corporation if more than one)</i>		
I, <i>(Full Name)</i>	of: <i>(Address)</i>	
solemnly and sincerely declare that:		
1. All statements and information contained in this application are true and correct to the best of my knowledge;		
2. I have read and understood the information contained in this application; and I further state that: and		
3. I know that it is an offence to make a declaration that is false in any material particular;		
Signature:	on: <i>(Date)</i>	
Note: A person wilfully making a false statement in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.		
<<End of Officers of the Corporation section>>		

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Notification of a New Director of the Corporation

Lodgement Options

Applications can be lodged at a Territory Business Centre with the prescribed fee at:

Darwin

Darwin Corporate Park
Ground Floor, Building 3
631 Stuart Highway
Berrimah
GPO Box 9800
Darwin NT 0801
t: (08) 8982 1700
f: (08) 8982 1725
Toll free: 1800 193 111

e: territory.businesscentre@nt.gov.au

Katherine

Shop 1, Randazzo Building
18 Katherine Terrace
Katherine
PO Box 9800
Katherine NT 0851
t: (08) 8973 8180
f: (08) 8973 8188

e: territory.businesscentre@nt.gov.au

Tennant Creek

Shop 2, Barkley House
Cnr Davidson and Paterson Streets
Tennant Creek
PO Box 9800
Tennant Creek NT 0861
t: (08) 8962 4411
f: (08) 8982 1725

e: territory.businesscentre@nt.gov.au

Alice Springs

Ground Floor, The Green Well Building
50 Bath Street
Alice Springs
PO Box 9800
Alice Springs NT 0871
t: (08) 8951 8524
f: (08) 8951 8533

e: territory.businesscentre@nt.gov.au