

Motor vehicle dealer prescribed annual return for a company or firm (partnership)

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, new officer/s, and 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					
Licensee name:					
Licence number:					
Applicant details					
Company/Firm name:				ABN:	
Head office address:					
Suburb:		State:		Postcode:	
Is your postal address the same as above? If no, complete below:					
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:					
Does the company/firm 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:					

Officers of the company/firm (attach a separate sheet if more officers are to be listed)

Full name	Date of birth	Residential address	Position

Disclosures

In the NT or elsewhere during the last 12 months, has the corporation, a director, or a person concerned in the management of the corporation:

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
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If yes, provide details below:

Were any of the applications for such authorisation refused or withdrawn?	Yes / No
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If yes, provide details below:

In respect of those applications approved, is there any authorisation no longer in force for any reason?	Yes / No
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If yes, provide details below:

been subject to action of a disciplinary nature relating to any authorisation referred to above or are 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
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If yes, provide details below:

Since being licensed, 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:	
Is there a charge pending in relation to an offence involving fraud or dishonesty?	Yes / No
If yes, provide details below:	
Assigned their estate for the benefit of creditors or been declared bankrupt?	Yes / No
If yes, provide details below:	
Have you been known by any other names?	Yes / No
If yes, provide details below:	
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 arrangement 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 each person associated with the application. For example: Drivers licence, passport, evidence of age card, firearms licence, working with children's card etc.	Yes / No
Current ASIC company extract showing all office bearers issued within the last 30 days.	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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