

## Declaration – Maximum Revenue up to \$600,000 per annum

An applicant for and holder of a Trade Contractor class of licence may make this Declaration to the Queensland Building and Construction Commission stating they have a minimum of \$36,000 in Net Tangible Assets (NTA), and will not earn Revenue more than \$600,000 per financial year.

By completing this Declaration, the Applicant or Licensee declares they have the required Net Tangible Assets in their own right, and are not relying on assets of another entity, or those assets held on trust, and comply with the Minimum Financial Requirements Policy. For the meaning of “Net Tangible Assets” and “Revenue” see the definitions contained in the Minimum Financial Requirements Policy.

The Queensland Building and Construction Commission can prosecute any person who knowingly provides information, which is false or misleading, whether this information is provided in writing or verbally.

### INDIVIDUAL DECLARATION (To be completed by Applicant/Licensee)

**Warning:** Incorrect or misleading information may lead to a review and possible cancellation of your licence.

- **My Revenue per financial year WILL NOT exceed \$600,000. I have at least \$36,000 Net Tangible Assets.**
- **I acknowledge that I am required to maintain the above NTA at all times and not exceed the above Revenue per financial year without reporting it to the QBCC.**

Answer the following questions by ticking the relevant boxes. (QBCC regularly cross checks this information with external agencies. Information from those agencies is publicly available information):

1. **In the last 5 years, have you been bankrupt, entered into a personal insolvency agreement or a debt agreement under the Bankruptcy Act 1966?** YES  NO
2. **In the last 5 years, have you been a Director, Secretary or Influential Person of ANY company within 12 months of that company having a provisional liquidator, liquidator, administrator, controller or receiver appointed?** YES  NO

*An Influential Person for a company means “an individual, other than a director or secretary of the company, who is a position to control or substantially influence the conduct of the company’s affairs, including, for example, a shareholder with a significant shareholding, a financier or senior employee.”*

3. **In the last 12 months, have you been convicted of any criminal offence (excluding traffic offences)?** YES  NO
4. **Do you have a Court or Tribunal Order or BCIPA adjudication decision requiring you to pay a debt which you have not yet paid in full?** YES  NO   
(If YES, attach a copy of the relevant decision)

**I DECLARE THAT THE ABOVE PARTICULARS ARE TRUE AND CORRECT.**

Signature of Applicant/Licensee: ..... Date: .....

Name of Applicant/Licensee: ..... Licence No.: .....

## COMPANY DECLARATION (To be completed by a Director of the Company)

**Warning:** Incorrect or misleading information may lead to a review and possible cancellation of the company's licence.

- **The Company's Revenue per financial year WILL NOT exceed \$600,000. The Company has at least \$36,000 Net Tangible Assets.**
- **I acknowledge that the Company is required to maintain the above NTA at all times and not exceed the above Revenue per financial year without reporting it to the QBCC.**

Answer the following questions by ticking the relevant boxes. (QBCC regularly cross checks this information with external agencies. Information from those agencies is publicly available information):

1. **In the last 5 years, has ANY Director, Secretary or Influential person of the Licensee been bankrupt, entered into a personal insolvency agreement or a debt agreement under the bankruptcy Act 1966?** YES  NO
2. **In the last 5 years, has ANY Director, Secretary or Influential person of the Licensee been a Director/Secretary or Influential Person of ANY company within 12 months of that company having a provisional liquidator, liquidator, administrator, controller or receiver appointed?** YES  NO

*An Influential Person for a company means "an individual, other than a director or secretary of the company, who is in a position to control or substantially influence the conduct of the company's affairs, including, for example, a shareholder with a significant shareholding, a financier or senior employee."*

3. **In the last 12 months, has ANY Director, Secretary or Influential Person of the Licensee been convicted of any criminal offence (excluding traffic offences)?** YES  NO
4. **Does the company have a Court or Tribunal Order or BCIPA adjudication decision requiring it to pay a debt which it has not yet paid in full? (If YES, attach a copy of the relevant decision)** YES  NO

I DECLARE THAT THE ABOVE PARTICULARS ARE TRUE AND CORRECT.

Signature of Director: ..... Date:.....

Name of Director: .....

Name of Company: ..... Licence No.: .....

### PRIVACY NOTICE

QBCC is collecting the information on this form to ascertain whether you satisfy the financial requirements of the Queensland Building and Construction Board for a contractor's licence under the Queensland Building and Construction Commission Act 1991. The information you have provided may be disclosed by QBCC to another party with your consent or as authorised or required by law. In addition, QBCC may provide all or some of this information to a financial specialist engaged by QBCC to provide expert advice as to financial matters relevant to your ability to satisfy the Minimum Financial Requirements policy. For further information visit the QBCC website at [www.qbcc.qld.gov.au](http://www.qbcc.qld.gov.au)

