

INFORMATION REGARDING FORM

This form is to be used by head contractors to advise the Principal of a trust account's opening, closing or name change. Pursuant to section 26 of the *Building Industry Fairness (Security of Payment) Act 2017*, this form must be provided to the Principal within 5 business days of the trust accounts' opening, closing or name change.

COMPLETING THIS FORM

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – any amendments should be crossed out and initialled

1. DETAILS OF BUILDING CONTRACT

Principal name

Project description

Site address

Suburb

State Postcode

2. HEAD CONTRACTOR DETAILS

Business/contractor name

QBCC licence number

Business address

Suburb

State Postcode

3. TRUST ACCOUNT DETAILS

Name of financial institution

GENERAL ACCOUNT

Opening
 Closing
 Name change
 Effective: / /

Account name

BSB number Account number

RETENTION ACCOUNT

Opening
 Closing
 Name change
 Effective: / /

Account name

BSB number Account number

