

GOVERNING LEGISLATION

This form is to be used for the purposes of sections 246BI and 246BR of the *Building Act 1975*. The Queensland Building and Construction Commission will consider the information in this form when deciding the suitability of a person applying for a licence or restoration.

PRIVACY NOTICE

The QBCC is collecting information to assess your application for a licence and for the purposes of administering the *Queensland Building and Construction Commission Act 1991* and to further its objects and any function given to it under another Act. The collection of information is authorised under the *Building Act 1975*. This information can be disclosed by the QBCC to another party with your consent or as authorised or required by law.

For further information, visit the Privacy Policy on the QBCC website at qbcc.qld.gov.au.

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

RETURN YOUR FULLY COMPLETED FORM AND ALL REQUIRED DOCUMENTS BY

Post: GPO Box 5099 Brisbane QLD 4001
 in person: [QBCC Service Centres](#) are listed on our website
 Online: Lodge via [myqbcc](#)

1. APPLICANT DETAILS

Title	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	<input type="text"/>	Other						
Surname	<input type="text"/>											
First name	<input type="text"/>											
Business name	<input type="text"/>											
Date of birth	D	D	M	M	Y	Y	Y	Y	ABN	<input type="text"/>		
Postal address	<input type="text"/>											
	<input type="text"/>											
	<input type="text"/>											
Home address	<input type="text"/>											
	<input type="text"/>											
	<input type="text"/>											
Home phone	<input type="text"/>				State	<input type="text"/>	Postcode	<input type="text"/>				
	<input type="text"/>				State	<input type="text"/>	Postcode	<input type="text"/>				
Home phone	<input type="text"/>				Mobile	<input type="text"/>						
Email	<input type="text"/>											
	<input type="text"/>											

2. APPLICATION TYPE AND FEES

Renewal and application fees are set by the Building Regulation 2021. Please tick.

- Initial licence application fee \$627.80** – this consists of an application fee (\$418.95) and a licence fee (\$208.85)
- Licence restoration fee \$627.80** – this consists of an application fee (\$418.95) and a licence fee (\$208.85)

OFFICE USE ONLY	CRN	<input type="text"/>	Licence number	<input type="text"/>
	Receipt amount	<input type="text"/>	Receipt amount	<input type="text"/>

7. PROFESSIONAL INDEMNITY DECLARATION

Name of insured

Policy number Current to D D M M Y Y Y Y
 / /

Insurer underwriter

I am the insured or the principal of the insured company/business listed on the **Schedule of Insurance/Certificate of currency attached**. I have, or the company/business has, professional indemnity insurance that provides the following:

- a. A minimum limit of indemnity of: \$ (must be a minimum of \$1 million) for any one period of insurance that may arise from the performance by the pool safety inspector of a pool safety inspection function.
- b. An insurance period of M M Y Y Y Y to M M Y Y Y Y
- c. As well as the limit under a) above, cover for costs and expenses (not limited to an amount less than \$200,000) incurred with the consent of the insurer in defending or settling a claim.
- d. No exclusion or special limitation for personal injury or property damage provided that the claim arises from an actual or alleged breach of professional duty.
- e. No requirement for any particular disclaimer to be given by the pool safety inspector to the pool safety inspector's clients or customers before, during or after the performance of the pool safety inspection functions.
- f. Indemnity for breaches of professional duty as a pool safety inspector arising from an act, error or omission of the inspector after the day the inspector became a pool safety inspector.
- g. At least one automatic reinstatement of indemnity.
- h. Indemnity for negligent performance of a pool safety inspection function (other than for claims for fraudulent or illegal acts or omissions).
- i. Indemnity for former principals, partners and directors of the employer of the pool safety inspector who were but no longer are pool safety inspectors, and
- j. Provides cover for the following pool safety inspector/s listed under Schedule A below.

Signature of insured party Date D D M M Y Y Y Y
 / /

*Sole operator or principal of company/business.

SCHEDULE A (To be completed only where the insured is a company/business with nominated employee inspectors. Not for use by sole operators).

IDENTIFY POOL SAFETY INSPECTORS COVERED BY PROFESSIONAL INDEMNITY INSURANCE POLICY

Pool safety inspector

Pool safety inspector

Pool safety inspector

Pool safety inspector

Pool safety inspector

LICENCE PHOTOGRAPH GUIDELINES



Subject

- Eyes open and clearly visible
- Neutral expression
- Mouth closed
- Subject centred and facing the camera
- Whole face visible
- No hair or head covering across the face
- No glasses
- No smiling (sorry)
- Facial piercings, such as nose rings and studs, that are worn permanently by the subject, must not cause a reflection

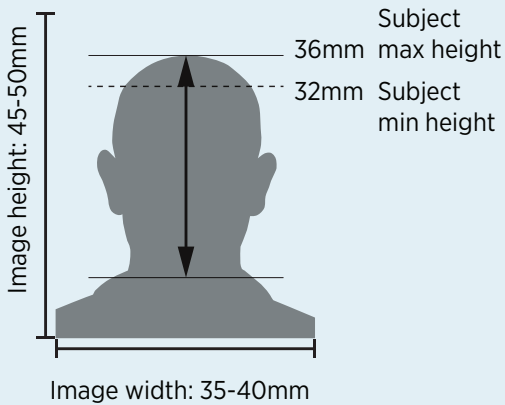
Lighting

- Even, shadowless lighting on the face
- White or light grey background preferable
- No shadows on background
- Light to ensure no red-eye

Editing

- Final image must be a true likeness of the subject
- No retouching of photographs permitted
- Adjust brightness/contrast only
- Moles, wrinkles, scars must not be removed
- Must not remove red-eye by editing

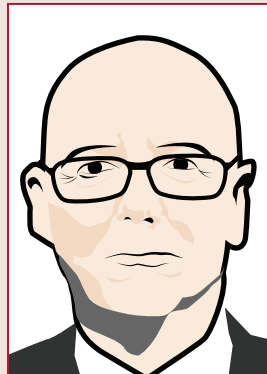
IMAGE SCALE AND SPECIFICATIONS



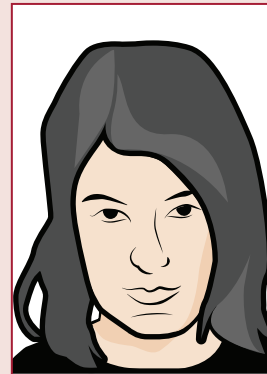
- Print size 35mm wide x 40 mm high
- If scanned image is provided - photo must be high resolution (min 300dpi/RGB) in JPEG, TIFF, PNG or PDF formats
- If you are unable to capture an image meeting the requested specifications, Australia Post offer a passport photo service. Please see the website for further information and where the service is available.



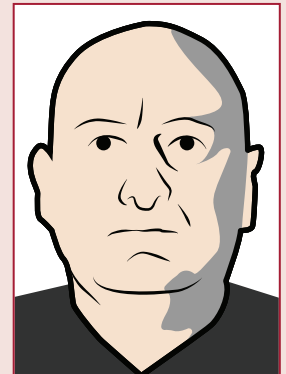
PLEASE NOTE THE FOLLOWING EXAMPLES REGARDING SUBJECTS AND IMAGERY WILL NOT BE ACCEPTED. PHOTOGRAPHS SHOULD FOLLOW THE GUIDELINES ABOVE.



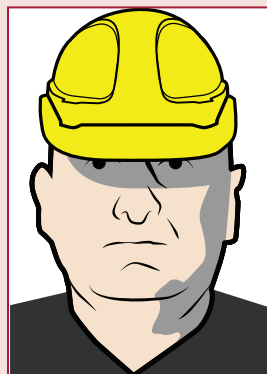
No glasses



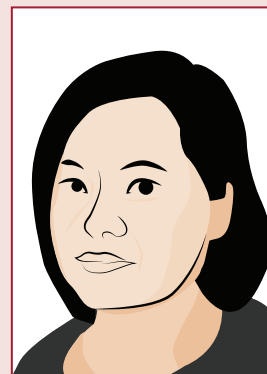
Head/chin must be up and directly looking in to the camera.



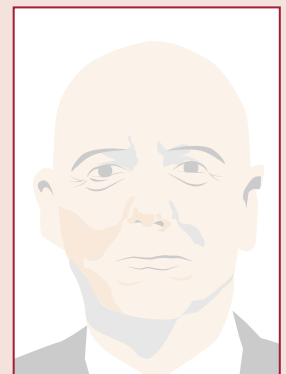
Face and background must be shadow free.



No hats or objects obstructing a clear view of the face.



NO SIDE PROFILES. IMAGE SHOULD BE TAKEN FRONT ON.



Do not overexpose the image. features must be clear and distinguishable at a glance