



Improper Use of Licence

Also known as licence lending or licence borrowing. The offence is found in s50D, s51 and 51A of the *Queensland Building and Construction Commission Act 1991* (QBCC Act).

You have sufficient evidence to support a complaint involving one of the following scenarios:

- An unlicensed person pretending to be a licensee e.g. using a false licence number, a cancelled licence number or another person's licence number
- A licensee allowing an unlicensed person to use their licence
- A licensee making use of another licensee's licence (using the licence card, licence certificate or PIN)
- A licensee paying QBCC insurance on behalf of an unlicensed contractor

Before completing the Notification of Offence form ensure:

- The complaint relates to building work as defined by the QBCC Act
- Prosecution must be made within two years from the date the offence was committed or one year from the date QBCC first became aware of the offence (whichever is later). To allow for investigation time QBCC requests that complaints be made within 18 months of the offence date or within nine months from the date of first notification of the offence to QBCC.
- You have sufficient evidence to support a complaint involving one of the following scenarios:
 - An unlicensed person pretending to be a licensee e.g. using a false licence number, a cancelled licence number or another person's licence number
 - A licensee allowing an unlicensed person to use their licence
 - A licensee making use of another licensee's licence (using the licence card, licence certificate or PIN)

Where you are able to comply with all the above requirements you should complete and return (see Contact Us section for postal and office addresses) the Notification of Offence form with all supporting documents.

Do not send original documents - QBCC can not return documents. Any documents provided by you will be destroyed pursuant to Principal 7 - Information Standard 40.