

**PURPOSE OF FORM**

Use this form to apply for a certificate as to the existence of Queensland Home Warranty Scheme insurance cover. Each search costs \$49.61. If all information is provided, a response should be received within seven working days.

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 QBCC website at [qbcc.qld.gov.au](http://qbcc.qld.gov.au).

**PRIVACY NOTICE**

The QBCC is collecting information on this form to process a request for property insurance details, pursuant to the QBCC Act.

**COMPLETING THIS FORM**

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid — cross out and initial amendments

**DETAILS OF APPLICANT REQUESTING SEARCH**

Name																									
Contact address																									
																					Postcode				
Contact numbers													Mobile												
Your reference													QBCC Lic No.												
Email																									

Application is made to the Queensland Building and Construction Commission for a certificate stating whether or not an insurance agreement has been entered into for the house building/construction on land described below.

Unit number					Street number																								
Street name																													
Suburb/town																					Postcode								
Signature																			Date	D	D	/	M	M	/	Y	Y	Y	Y



**Our fees and charges increase on 1 July each year. On 1 July 2022 our fees and charges were increased by 2.5% in line with Government's indexation policy. You can contact us to find out details about specific fees, charges or prices.**

The QBCC will accept payment of \$49.61 per search by credit card, cash, cheque or money order. Make cheques payable to Queensland Building and Construction Commission. Do not send cash through the mail. Where incorrect or incomplete information is supplied and a search is produced, any search requests on additional information may attract a further fee of \$49.61.

Lot number					Registered Plan number					BUP/GTP/SP number														
Previous descriptions (e.g. Sub, Resub, Allot, Section, Portion)																								

**For an accurate and timely response, please provide:**

<input type="checkbox"/> Current and previous property description	<input type="checkbox"/> Copy of registered plan	<input type="checkbox"/> For unit developments 3 storeys or under, a full copy of BUP / GTP / SP
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**PAYMENT OPTIONS**

<input type="checkbox"/> I will pay at a QBCC office when returning this form in person	<input type="checkbox"/> Credit card
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Name of card holder																								
Credit card number																								
Expiry date	M	M	/	Y	Y	Total amount	\$																	