

## **Approved form AF2002-31**

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approved by the Commissioner of Fair Trading on 12 March 2002 under the  
***Second-hand Dealers Act 1906, s18 (Approved Forms)***

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## **Second-hand Dealers Act 1906**

(see s 3)

Australian Capital Territory

### **Application for a Second-hand Dealers Licence – Individual - Renewal**

(See attached form entitled Application for a Second-hand Dealers  
Licence – Individual - Renewal)



# APPLICATION FOR A SECOND-HAND DEALERS LICENCE INDIVIDUAL RENEWAL

**SHD.**

Licence Number

PROMOTING CONSUMER CONFIDENCE

ABN 98 636 852 025

**Warning: Please read the application carefully. Providing false or misleading information is an offence and will result in disqualification.**

To the Commissioner of Fair Trading, Level 2, GIO House, City Walk, Canberra City (GPO Box 158, Canberra City ACT 2601)

**I hereby apply to renew my Second-hand Dealers Licence in the A.C.T. My details are:**

**PERSONAL DETAILS**

Surname or Family Name		Christian names or Given names		Date of birth
<input type="text"/>		<input type="text"/>		<input type="text"/> / <input type="text"/> / <input type="text"/>
Other names used (include past names, aliases and maiden names)			Telephone number	Facsimile number
<input type="text"/>			<input type="text"/>	<input type="text"/>

**RESIDENTIAL ADDRESS**

Number and Street			Mobile phone number
<input type="text"/>			<input type="text"/>
City, Suburb or Town	State / Territory	Postcode	Email address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**POSTAL ADDRESS** (if different to Residential Address above)

PO Box or Number and Street	City, Suburb or Town	State / Territory	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**TRADING NAME(S)** Enter all trading names, whether or not registered as business names. Continue overleaf if insufficient space.

<input type="text"/>
<input type="text"/>

**PLACE(S) OF BUSINESS IN A.C.T.** Include all places of business in the A.C.T. Continue overleaf if insufficient space.

<input type="text"/>
<input type="text"/>

**DECLARATION**

**Please read the notes under "Applications" on the back of this form**

In the past 12 months:

- \* I **HAVE / HAVE NOT** (cross out whichever does not apply) committed an offence against the Second-hand Dealers Act 1906 or a corresponding law of a State or foreign country.
- \* I **HAVE / HAVE NOT** (cross out whichever does not apply) been refused a second-hand dealers licence, or had a licence cancelled or revoked, under the Second-hand Dealers Act 1906 or a corresponding law of a State.
- \* I **HAVE / HAVE NOT** (cross out whichever does not apply) committed, in Australia or a foreign country, an offence involving fraud or dishonesty.

Signature of Applicant	Date of Application
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Office use only

Reason for refusal:

**APPROVAL**

Renewal of Second-hand Dealers Licence is **APPROVED / REFUSED**

Signature of Commissioner of Fair Trading or Delegate

Date of approval

<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>
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Office use only

Registration Fee: \$

Paid by: Cash  Cheque

Receipt Number:

Police check Fee: \$   
(only if applicable)

Registration Officer:

TOTAL PAYABLE: \$

Licence RENEWED date:  /  /

Licence EXPIRY date:  /  /

**ADDITIONAL TRADING NAME(S)**

(Enter all trading names, whether or not registered as business names)



**ADDITIONAL PLACE(S) OF BUSINESS**

(Include all places of business in the A.C.T.)



**APPLICATIONS**

An application for the renewal of a Second-hand Dealers Licence must be in the approved form. This document is the approved form for the purposes of applications under the Second-hand Dealers Act 1906. The relevant fee for your licence renewal must accompany the application.

**If, in the past 12 months, you have committed an offence of the type referred to in your Declaration on the front of this form, your application must also be accompanied by a "Consent to Obtain Personal Information" form.** That form enables the Australian Federal Police to provide relevant information about you, if any, from the records of the Australian Federal Police and/or the Police Services of all or any of the States and Territories of the Commonwealth of Australia. You must provide a copy of your driver's licence or some other form of official photographic identity (to assist you, we will make a copy of your original document of identity for this purpose). You must pay a fee for this police records check at the time of lodging your application for the renewal of your second-hand dealers licence.

Your licence will not be renewed until the Commissioner of Fair Trading, or a delegate of the Commissioner, has approved your application. The Commissioner must be satisfied that you are still a "suitable person" within the meaning of the Second-hand Dealers Act 1906, before approving your application.

**FEES**

The following fees are payable at the time of application, either by **cash or cheque**:

<b>Application for a Second-hand Dealers Licence</b>	<b>\$ 92.00 (Exempt GST)</b>
<b>Fee for a Police Records Check (only if applicable)</b>	<b>\$ 36.00 (Includes \$3.27 GST)</b>

**LODGEMENT**

Applications for renewal of a Second-hand Dealers Licence may be lodged with:

**Manager  
Registration & Client Services Unit  
Office of Fair Trading  
Level 2 GIO House  
City Walk Canberra City ACT 2601**

Or by post to:

**Manager  
Registration & Client Services Unit  
Office of Fair Trading  
GPO Box 158  
Canberra City ACT 2601**