

APPLICATION FOR MUTUAL RECOGNITION

Application for Mutual Recognition

Security and Investigations Agents Act 2002

FEE: [refer to fee schedule](#)

Service Tasmania Product Code: 426

ACTIVITIES (please tick the activities you wish to be licensed for)

- SECURITY AGENT INQUIRY AGENT
 CROWD CONTROL AGENT COMMERCIAL AGENT

Title : Mr / Mrs / Miss / Ms (cross out not applicable)

Surname:

First Name:

Other Given Names:

Have you been known by any other name:

Sex: Male / Female (cross out not applicable)

Date of Birth:

Country of Birth:

If born overseas period of time in Australia:

Residential Address:

Postal Address:

Phone Home:

Phone Mobile:

Email:

If you provide an email address you will receive the security industry bulletin

Give details of licence/s held in any other State or Territory of Australia for which recognition is sought in this application.

State/ Territory	Licence No.	Expiry date

(Cross out not applicable to the below questions)

Have you become an undischarged bankrupt or have you entered into any composition or arrangement with your creditors that is still continuing? **Yes / No**

Have you been **convicted** of any offence under the laws of any country? (Not traffic charges) **Yes / No**

Have you been found guilty of any offence **without a conviction being recorded** under the laws of any country? (Not traffic charges) **Yes / No**

Have you any matters still to be dealt with by a court in any country? **Yes / No**

If you answered **YES** to any of the above questions please provide details below

Court Date

Offence

Result

Have you been the subject of any refusal, cancellation, suspension or prohibition that is relevant to your licence, in any State or Territory of Australia? **Yes / No**

Are any of your current licenses subject to any special conditions? **Yes / No**

If you answered **YES** to the above two questions please provided details below

Declaration

I am not the subject of disciplinary proceedings in any State or Territory of Australia (including preliminary investigations or actions that may lead to disciplinary proceedings) in relation to this occupation; and

My licence / registration in any State or Territory of Australia is not cancelled or currently suspended as the result of disciplinary action; and

I am not otherwise personally prohibited from carry on this occupation in any State or Territory of Australia and

I am not subject to any special condition in carrying on such occupation as a result of criminal, disciplinary or civil proceedings in any State or Territory of Australia.

I consent to the making of enquires of, and the exchange of information with, the authorities of any State or Territory of Australia regarding my activities in the relevant occupation and any other matter relevant to this application.

I declare that the particulars in this application and any attachments are true and correct, and I make this declaration knowing that if I wilfully supply details that are incorrect or omit to furnish particulars that are required I may be ineligible to obtain a licence.

Signature of applicant

Date Received _____

OFFICE USE ONLY

Licence Number _____

Expiry Date _____

Training completed all activities Provisional / Registered

IN ORDER FOR YOUR APPLICATION TO BE ASSESSED, YOU WILL NEED TO PROVIDE:

- ▶ Two (2) identical colour photos that meet the Australian passport guidelines
- ▶ An original National Police Record dated within the last 30 days
- ▶ Evidence of successful completion of the approved training requirements
- ▶ Bankruptcy report dated within the last 30 days
- ▶ Copy of current interstate licence

IMPORTANT: This form can not be used to add or amend details on a current licence

IDENTIFICATION

To prove your identity in accordance with the Tasmanian Evidence of Identity Framework you will need to provide 2 documents from group A and 1 document from group B. (In combination of documents, one must incorporate a photograph and signature. If any of the produced documents do not establish a current residential address, a 4th document of this nature is required.

Group A - Evidence of Existence

- Birth certificate
- Citizenship papers
- Australian Passport
- Foreign Passport / Visa
- Drivers licence
- Firearms licence
- DIAC* - Issued travel documents, including a visa
- DIAC* - Certificate of Evidence of Resident Status

* DIAC – Department of Immigration and Citizenship

Group B - Evidence of Use of Identity

- Medicare card
- Plastic bank/credit card, with signature
- Tertiary student ID card
- Dept of Veterans' Affairs / Centrelink pensioner concession card
- BDM Change of name / Marriage certificate (to prove name change)
- Security guard / crowd controller licence (Local or Interstate)

Evidence of residential address

(If not already established with Group A or B documents)

- Bank statement
- Utility account (with proof of payment)

PAYMENT, LODGEMENT AND ENQUIRIES

FILING FEE: Fees increase 1 July each year. The relevant fee must be submitted with this form. For current fee information refer to the Fee Schedule (available from the payments page at www.consumer.tas.gov.au).

LODGEMENT: made in person at Service Tasmania

ENQUIRIES PHONE: Security Help Line on 03 6233 2199

APPLICANTS WHO WERE BORN OVERSEAS

When a person makes application who was born overseas they must supply a copy of one of the following:

- Australian Citizenship papers
- Australian passport
- Certificate of residency
- Foreign passport – showing entry stamp into Australia
- Visa papers

If a person does not hold Australian Citizenship and they have spent less than 3 years in Australia, it is the Commissioners view that this is insufficient time to establish good character for the purposes of an application.

COMPETENCY / TRAINING REQUIREMENTS

You can obtain the "Schedule of Approved Units of Competency – Training Requirements" from *Service Tasmania* or download them from the publications page at www.consumer.tas.gov.au

PHOTOS

Photos must meet the Australian Passport guidelines these guidelines can be viewed at www.consumer.tas.gov.au

NATIONAL POLICE RECORD

To obtain this certificate you will need to apply to the Tasmanian Police Criminal History Service. Phone: 03 6230 2929

Tick 'schedule 1' on the Tasmanian Police form, this request may take up to 3 weeks for Tasmania Police to process.

BANKRUPTCY REPORT

You can obtain a bankruptcy report from the following organisations:

Insolvency and Trustee Service (ITSA)

Phone: 1300 367 785 Website: www.itsa.gov.au

Address: Level 4, 22-26 Elizabeth Street, Hobart

Espreon

Phone: 1300 305 205 Website: www.espron.com

Australian Business Research

Phone: 1300 366 402 Website: www.abr.com.au

Confirm

Phone: 1800 773 773 Website: www.confirm.com.au

PROCESSING TIME

When the application form is correct, we are required under Section 7(2) of the Act, to send a copy of your application to Tasmania Police. Tasmania Police will report back to this office any matters that they think may affect the issue of a licence. The method of the enquiries and the time frame to complete the report is determined by the Tasmanian Police, but generally takes 3 weeks.

PERSONAL INFORMATION PROTECTION STATEMENT

Consumer Affairs and Fair Trading (CAFT) will collect personal information from you for the purpose of processing this application. You are required to provide this information by the *Security and Investigation Agents Act 2002*. Failure to provide this information may result in your application not being processed. Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to other authorised organizations. Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to CAFT. You may be charged a fee for this service.