

PERSONAL DETAILS SCHEDULE

(For applicants and controllers applying for an Adult Entertainment Permit)

Office Use Only

Date received

Receipt No

Amount received

Instructions

Please complete in **BLOCK** letters. Attach extra pages if needed. If you need help completing this form, visit our website www.olgr.qld.gov.au or contact the Office of Liquor, Gaming and Racing on 13 13 04.

Privacy Statement - Please read

The Department is collecting information, including personal information, for the purposes of the *Liquor Act 1992*. In accordance with the legislation, some personal information may be passed to the Queensland Police Service to assist with criminal history searches, and business information is placed on a register that may be inspected by the public. In other instances, information on this form can be disclosed without your consent where authorised or required by law.

Warning: False or misleading statements will attract a maximum penalty of 100 penalty units or 6 months imprisonment and may lead to immediate cancellation of licence.

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Criminal history check: A criminal history check will be conducted for each new person named on the application form (eg. Licensee, permittee or company director).

Part 1 - Details of premises

**Section 1
Premises
details**

Premises name.....

Address of premises.....

.....

Locality/Suburb State Postcode

Phone Fax

Email.....

**Section 2
Liquor licence
number**

Liquor licence number

Adult Entertainment Permit number

Part 2 – Applicant details

Section 1 Name and position

Surname or family name

Full given names (as recorded on legal documents)

Position (eg. director, controller)

Have you ever been known by any other name? (eg. maiden name, name changed by deed poll)

No – **Go to Section 2**

Yes – Previous names

Please provide evidence of the name change (eg. Registry of Births, Deaths and Marriages document, statutory declaration, driver's licence, passport or deed poll) as either an original or copy certified by a Justice of the Peace.

Section 2 Date of birth

Date of birth / /

Place of birth.....

Section 3 Residential address

Address

.....

Locality/Suburb State Postcode

Section 4 Contact details

Phone Fax

Mobile Email

Section 5 Residential address history

How long have you been at your current address?

More than two years – **Go to Section 6**

Less than two years – **Provide your residential history for the last two years**

Address	Period there
.....
.....
.....
.....
.....

Section 6 Brothel licence

Do you hold a brothel licence or have any interest in a brothel?

No – **Go to Section 7**

Yes – **Provide name and address details of all brothels**

Name of brothel	Address
.....
.....
.....

**Section 7
Identification**

You must attach a copy of **one current** primary and **one current** secondary identification document, certified by a Commissioner for Declarations or a Justice of the Peace. At least one document must contain your photo, and one your signature. **Do not attach original documents. Please note: a medicare card is not considered acceptable identification.**

Primary documents	Secondary documents
<input type="checkbox"/> Current Australian or overseas passport	<input type="checkbox"/> Government issued proof of age card
<input type="checkbox"/> Certificate of Australian Citizenship	<input type="checkbox"/> Bank credit/debit card
<input type="checkbox"/> Certificate of identity issued by Department of Foreign Affairs and Trade	<input type="checkbox"/> Tertiary student photo ID
<input type="checkbox"/> Current photo drivers licence	<input type="checkbox"/> Photo ID issued to a public employee
<input type="checkbox"/> Full birth certificate (not an extract)	<input type="checkbox"/> Australian pension concession card

**Section 8
Referees**

Only required for the applicant/s.
Controllers need not complete.

You must attach three character references from people who have known you for at least two years and submit with a Form 34, Character Reference for each referee. The form contains a list of acceptable referees. At least two of your references must come from people fitting one of these categories.

Are your three references attached?

- No – **Do not lodge this form until references are available and attached.**
- Yes – **Go to Section 9**

**Section 9
Employment history**

Have you had any employment other than at licensed venues in the past five years?

- No – **Go to Section 10**
- Yes – **Provide your employment history for the past five years**

Employer	Address	Period there
.....
.....
.....

**Section 10
Association or employment with other licensed premises**

Have you ever been associated with or employed by other licensed premises in Queensland or interstate?

- No – **Go to Section 11**
- Yes – **Provide details, including the nature of your association or employment**

Name and address of premises	Licensee	Your association	Was adult entertainment conducted?
.....
.....
.....

**Section 11
Criminal
history**

Have you ever been convicted in Queensland or elsewhere of an indictable offence or an offence against the *Prostitution Act 1999*?

- No – **Go to Section 12**
- Yes – **Provide details**

Offence	Date	Penalty

**Section 12
Sexual
offence**

Have you ever been charged in Queensland or elsewhere with any offence of a sexual nature?

- No – **Go to Section 13**
- Yes – **Provide details**

Offence (include circumstances)	Date	Are proceedings continuing, or have they been discontinued?

**Section 13
Signature**

I declare that:

- All information contained in this form is true and correct.
- Identification and references are attached as required.
- In submitting this application, I also consent to a national criminal history check being conducted by the Queensland Police Service (QPS) and for QPS and other Australian police services to disclose criminal history information and any impending charges to the Office of Liquor, Gaming and Racing. I understand any disclosures will be subject to applicable Commonwealth, State or Territory legislation and/or police policy

Name

Signature

Date / /

Please note signature by Power of Attorney is not acceptable on this form.

**Lodgement
details**

Please lodge the completed application, any supporting documentation and fees at the Office of Liquor, Gaming and Racing at the address below or any Office of Liquor, Gaming and Racing office at Gold Coast (Southport), Sunshine Coast (Maroochydore), Toowoomba, Wide Bay, Rockhampton, Mackay, Mt Isa, Townsville or Cairns. The counter is open Monday to Friday, 8:30am to 4:30pm.

By mail: Locked Bag 180, City East Q 4002
 In person: Office of Liquor, Gaming and Racing, Level 4, 33 Charlotte Street, Brisbane Qld 4000 or your nearest regional office