

PERSONAL DETAILS SCHEDULE

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 person named on the application form who has not held a licence within the last six months (eg. Licensee or company director).

A fee applies for each criminal history check required.

Criminal history checks are not required for applicants who are members of management committees for licensed clubs.

To enable police checks to be conducted, please attach a photocopy of current photographic identification, certified by a Justice of the Peace, Commissioner for Declarations or police officer as a true and correct copy. Acceptable forms of identification include Driver's Licence or Permit, Card 18+ or Proof of Age Card, Passport, Weapon's Licence.

**Section 1
Details of
premises**

Name of premises

Address of premises

Locality/Suburb State Postcode

Liquor Licence number (if applicable)

**Section 2
Personal
details**

If you are identified as one of the following you must complete this form (each individual to complete a separate form):

- Proposed Licensee
- Company Director
- Sub-lessee of Premises/Persons involved with Management Agreement
- Business Partner/Silent Business Partner/Shareholder (please circle)
- Management Committee of a Club (ie President, Secretary, Treasurer, Committee Member) (Please refer above)

Surname or family name

First name Middle name

Have you been known by any other name (eg Maiden name)? If Yes, please provide details:

.....

Male Female

Town/City of Birth

Date of Birth / /

| | |
|--|--|
| <p>Section 3 Contact details</p> | <p>Residential address</p> <p>Locality/Suburb State <input type="text"/><input type="text"/><input type="text"/> Postcode <input type="text"/><input type="text"/><input type="text"/><input type="text"/></p> <p>Postal address.....</p> <p>Locality/Suburb State <input type="text"/><input type="text"/><input type="text"/> Postcode <input type="text"/><input type="text"/><input type="text"/><input type="text"/></p> <p>Phone Fax.....</p> <p>Mobile..... Email.....</p> |
| <p>Section 4 Licence details</p> | <p>Have you held a liquor licence in Queensland within the last 3 years?</p> <p><input type="checkbox"/> No – Go to section 5</p> <p><input type="checkbox"/> Yes – Please give details</p> <p>Name of premises</p> <p>Address of premises</p> <p>Locality/Suburb State <input type="text"/><input type="text"/><input type="text"/> Postcode <input type="text"/><input type="text"/><input type="text"/><input type="text"/></p> <p>Liquor Licence Number (if known)</p> <p>Type of involvement (ie Licensee/Company Director).....</p> <p>Release date <input type="text"/><input type="text"/> / <input type="text"/><input type="text"/> / <input type="text"/><input type="text"/><input type="text"/><input type="text"/> <small>D D / M M / Y Y Y Y</small></p> |
| <p>Section 5 Bankruptcy/ liquidation receivership details</p> | <p>Have you or any company/business partnership you have been involved in been declared bankrupt or entered into liquidation or receivership?</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes – Please give full details surrounding these circumstances including:</p> <ul style="list-style-type: none"> • Evidence of date of discharge • List of creditors involved • Amount of debt involved • Monies paid back <p>Please note that your application cannot be finalised until this information is provided.</p> |
| <p>Section 6 Signature and declaration</p> | <p>I have checked the answers I have given and state that they are true and correct in every detail. NOTE: It is an offence to supply incorrect or misleading information.</p> <p>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.</p> <p>Do not submit this Personal Details Schedule unless a certified copy of your photographic identification is attached. Acceptable forms of ID include driver's licence, passport, government issued proof of age card or weapon's licence.</p> <p>Name.....</p> <p>Signature..... Date <input type="text"/><input type="text"/> / <input type="text"/><input type="text"/> / <input type="text"/><input type="text"/><input type="text"/><input type="text"/> <small>D D / M M / Y Y Y Y</small></p> <p><i>(Please note signature by Power of Attorney is not acceptable on this form.)</i></p> |

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