



Fair
Trading

ABN 81 913 830 179

LICENCE AMENDMENT APPLICATION

Motor Dealers and Repairers Act 2013

Notification of Change of Directors

Use this form to notify Fair Trading of new directors or directors that have ceased in respect of a body corporate that is a licensee under the *Motor Dealers and Repairers Act 2013*.

No fee is payable

PARTICULARS OF LICENSEE

Licence No.:

Licensee Name:

ACN:

CONTACT PERSON

Provide the name of a person that may be contacted if any questions arise during the processing of this amendment application.

Name:

Position:

Telephone:

Mobile:

Email Address to which all correspondence, including renewal applications, will be sent:

How to lodge this form



Mail

Send to:

**Business Licensing
Locked Bag 5138
PARRAMATTA NSW 2124**

OR



In person at:

Service NSW Service Centre

For your nearest Service NSW Service Centre, go to:
www.service.nsw.gov.au or telephone 13 77 88.

USE BLOCK LETTERS WHEN COMPLETING THIS FORM

NEW DIRECTORS OF THE BODY CORPORATE

Provide details below of any new directors of the body corporate licensee.

Please ensure that the particulars of directors have been updated with the Australian Securities and Investments Commission.

Director # 1

Surname:

Given Names:

Former Names (if any):

Date of Birth:

Place of Birth:

Postal Address:

Postcode:

Driver's Licence No.:

Telephone No.:

Mobile Telephone No.:

Email Address (if any):

Director # 2

Surname:

Given Names:

Former Names (if any):

Date of Birth:

Place of Birth:

Postal Address:

Postcode:

Driver's Licence No.:

Mobile Telephone No.:

Telephone No.:

Email Address (if any):

NEW DIRECTORS OF THE BODY CORPORATE (continued)

Director # 3

Surname:

Given Names:

Former Names (if any):

Date of Birth:

Place of Birth:

Postal Address:

Postcode:

Driver's Licence No.:

Telephone No.:

Mobile Telephone No.:

Email Address (if any):

Director # 4

Surname:

Given Names:

Former Names (if any):

Date of Birth:

Place of Birth:

Postal Address:

Postcode:

Driver's Licence No.:

Mobile Telephone No.:

Telephone No.:

Email Address (if any):

If there are more than four directors, attach additional sheets showing details of the additional directors

NSW Fair Trading will conduct a criminal history check in respect of new directors.

USE BLOCK LETTERS WHEN COMPLETING THIS FORM

CEASED DIRECTORS OF BODY CORPORATE

Provide details below of any directors of the body corporate licensee that have ceased.

Please ensure that the particulars of directors have been updated with the Australian Securities and Investments Commission.

Surname of Director

Given Names of Director:

Surname of Director

Given Names of Director:

Surname of Director

Given Names of Director:

Surname of Director

Given Names of Director:

DECLARATION

INDIVIDUAL - declaration MUST be signed by the applicant.

BODY CORPORATE - declaration MUST be signed by a Director of the body corporate.

I certify that the particulars specified in this amendment application and all attachments are, to the best of my knowledge, true and correct in every detail.

Statement under the *Privacy and Personal Information Protection Act 1998*

The licensee:

1. authorises NSW Fair Trading to make any inquiries and to receive and disclose any information which is relevant to the applicant's initial and ongoing eligibility to hold this licence;
2. acknowledges that information will be placed on a register open to the public in accordance with the Motor Dealers and Repairers Act 2013;
3. accepts that failure to supply information required on this application form may delay the processing of the application; and
4. has a right to seek access to and correction of information supplied.

Signature: _____ Date: _____

Full Name: _____

NSW Fair Trading will conduct a criminal history check in respect of new directors.