

## Form 9

### Background Information

This form is completed when making application to the Agricultural Chemicals Distribution Control Board (the Board) for either an aerial distribution contractor licence or a ground distribution contractor licence under the *Agricultural Chemicals Distribution Control Act 1966* (the Act).

A **licensed aerial distribution contractor** may authorise the carrying out of either aerial distribution of agricultural chemicals from aircraft or ground distribution of herbicides from ground equipment.

A **licensed ground distribution contractor** may only authorise the carrying out of ground distribution of herbicides from ground equipment.

Aerial distribution of agricultural chemicals must not be carried out unless the pilot in command holds a pilot chemical rating licence; and the aerial distribution is carried out in the course of the business of, at the direction of or under the authority of a licensed aerial distribution contractor.

Ground distribution of herbicides must not be carried out unless the person who operates the ground equipment; either

holds a commercial operator's licence and carries out the ground distribution under the licence; or  
operates the equipment under the close supervision of the holder of a commercial operator's licence, who is authorised under the licence to carry out the distribution; and

in both instances carries out the ground distribution in the course of the business of, at the direction of, or under the authority of a licensed ground or aerial distribution contractor.

### *Licences may be issued to individuals or corporations*

Either licence may be issued in the name of an individual person if the individual person is the contractor, or may be issued in the name of a corporation.

In the case of an application for a corporation licence,

(a) the corporation must either be

registered with the Australian Securities and Investment Commission (ASIC) and a copy of the Certificate of Incorporation or similar document from the ASIC must be provided to the Board with the licence application; or

an organisation incorporated under a provision of an Act of Queensland and a copy of a Certificate of Incorporation or similar document issued under the appropriate Act of Queensland must be provided to the Board with the licence application.

(b) the application form must be completed on behalf of the corporation by a person authorised by the corporation to complete the application form, eg. Managing director, chief executive, company secretary, President, or other authorised officer by whatever name called.

(c) a licence issued in the name of a corporation may include a business or trading name after the corporation name. There is a section of the application form that provides for this information to be supplied.

In the case of an application for an individual licence, a licence will only be issued in the name of an individual person. Licences will not be issued in the name of a business name. However, an individual licence may include a business or trading name after the person's name, and a section of the application form provides for this information to be supplied.

### *Term of Licence*

Either licence may be issued for a term of either three years or one year. There is a section of the form that will ask the applicant which term they require.

### *Licence Fee*

There is a fee that applies to this application, either a three-year licence fee or one-year licence fee. For details of this fee or for help to complete this form please contact the licensing officer at Animal and Plant Health Service, Department of Primary Industries, Brisbane on (07) 3239 3975. The applicant needs to complete the section of the application form headed "Fee payment details" to indicate the fee being tendered.

### *Licence pre-requisites for an aerial distribution contractor licence only:*

Before making application, the aerial distribution contractor seeking the licence needs to possess a current aerial work licence [air operator's certificate (AOC)], endorsed to conduct agricultural operations, issued by the Civil Aviation Safety Authority (CASA). Aerial distribution contractor licences are issued in the same name that appears on the AOC.

### *Lodgement Details*

The completed form, together with the prescribed fee as indicated in the section headed "fee payment details", any signed attachments and any accompanying documents should be lodged with:

Animal and Plant Health Service,  
Department of Primary Industries,  
GPO Box 46, Brisbane, QLD 4001

or

Animal and Plant Health Service,  
Floor 3, Primary Industries Building,  
80 Ann Street, Brisbane, QLD 4000.

or

The nearest DPI Plant Health Inspector  
at the following centres:  
Cairns, Townsville, Rockhampton,  
Biloela, Nambour, Toowoomba.

### Application Form

Applicants for **an individual** licence must complete Parts A, C, and the section headed "Fee payment details"  
Applicants for **a corporation** licence must complete Parts B, C, and the section headed "Fee payment details"

# PART A

To be completed if seeking an individual licence

## 1. Applicant Details ---

I make application to the Board for a  ground / aerial\*  distribution contractor licence under the Act.  
(delete whichever does not apply)

I tender the prescribed fee as I have indicated in the section headed "Fee payment details" and submit the following particulars:

Title (eg, Mr, Mrs, etc.)	Family Name	Given Name/s
<input type="text"/>	<input type="text"/>	<input type="text"/>

Postal Address

<input type="text"/>	Postcode
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### Business Contact Details

Business Address

<input type="text"/>	Postcode
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Telephone Number ( )	Facsimile Number ( )	Mobile Phone Number
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Email Address

<input type="text"/>
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### Residential Contact Details

Residential Address

<input type="text"/>	Postcode
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Telephone Number ( )	Facsimile Number ( )	Mobile Phone Number
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Email Address

<input type="text"/>
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## 2. Trading Name Details ---

Please indicate whether you intend to add a Trading or Business Name after your name (eg. *John Smith trading as Smith Spraying Services*)

Yes  No

If "Yes", please provide details ▶

<input type="text"/>
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Please insert a tick in the box to indicate that you have provided a photocopy of your Business Name Extract issued under the *Business Names Act 1962*.

## 3. History of Particular Offences ---

Please tick appropriate box for the following questions:

Have you been convicted of an offence against the *Agricultural Chemicals Distribution Control Act 1966*?  Yes  No

Have you been convicted of an offence against the *Health (Drugs and Poisons) Regulations 1996*, section 290 (relating to unsafe disposal of poisons)?  Yes  No

If you answered "Yes" to either of these questions please provide details of the conviction(s):

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

# PART B

To be completed if seeking a corporation licence

## 1. Applicant Details (the applicant is the corporation applying for the licence)

I, \_\_\_\_\_ am authorised by the  
(insert name of company representative)  
corporation whose details are listed below, to make the following licence application in the name of that corporation.

I make application to the Board for a ground / aerial\* distribution contractor licence, tender the prescribed fee as I have  
(delete whichever does not apply)  
indicated in the section headed "Fee payment details" and submit the following particulars:

Full name of Corporation

A.C.N. number (if a company)

Please insert a tick in the box to indicate that you have provided a photocopy of the current Certificate of Incorporation or similar document from the Australian Securities and Investment Commission if a company or a certificate of incorporation or similar document issued under the appropriate Act of Queensland for other corporations.

Postal Address

Postcode

### Business Contact Details

Business Address

Postcode

Telephone Number

 ( )

Facsimile Number

 ( )

Mobile Phone Number

Email Address

### Registered Office Contact Details

Business Address

Postcode

Telephone Number

 ( )

Facsimile Number

 ( )

Mobile Phone Number

Email Address

## 2. Trading Name Details

Please indicate whether you intend to add a Trading or Business Name after your corporation name (eg. Smith Chemical Control Pty Ltd trading as Smith Spraying Services)

Yes  No

If "Yes", please provided details ►

Please insert a tick in the box to indicate that you have provided a photocopy of your Business Name Extract issued under the *Business Names Act 1962*.

### 3. Details of Corporation's Executive Officers

Details of each executive officer of the corporation are required for this section. An executive officer for the purposes of completing this section is any person, by whatever name called and whether or not the person is a director of the corporation, who is concerned with, or takes part in, the management of the corporation.

#### Executive Officer 1

Family Name	Given Name/s	Daytime Contact Number (    )
Residential Address		Postcode

#### Executive Officer 2

Family Name	Given Name/s	Daytime Contact Number (    )
Residential Address		Postcode

#### Executive Officer 3

Family Name	Given Name/s	Daytime Contact Number (    )
Residential Address		Postcode

**If there are more than three Executive Officers please include additional Executive Officer details on a signed attachment to this application.**

### 4. History of Particular Offences

Please tick appropriate box for the following questions:

Has the corporation been convicted of an offence against the *Agricultural Chemicals Distribution Control Act 1966*?  Yes  No

Has the corporation been convicted of an offence against the *Health (Drugs and Poisons) Regulations 1996*, section 290 (relating to unsafe disposal of poisons)?  Yes  No

If you answered "Yes" to either of these questions please provide details of the conviction(s):

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# PART C

To be completed if seeking either a corporation or individual licence

## 1. Terms of Licence

Indicate whether you require a three-year licence or a one-year licence (tick applicable box)

Three year licence     One year licence

If making application for an aerial distribution contractor licence please complete section 2, otherwise proceed to section 3.

## 2. Details of CASA's Air Operator Certificate (of contractor)

Details of air operator certificate (AOC) issued by CASA to the aerial distribution contractor.

Company/Person's Name of Certificate Holder

Certificate Issue Date

Type of aircraft covered by certificate

Certificate Expiry Date

Is the air operator certificate endorsed to carry out agricultural operations?     Yes     No

Please insert a tick in the box to indicate that you have provided a photocopy of the air operator certificate that applies to this application

**Note:** Aerial distribution contractor licences are issued in the same name that appears on the AOC.

## 3. Applicant Declaration **Warning: Penalties exist for deliberately making a false or misleading statement.**

I declare that the information given by me in this application and any accompanying attachments is complete and correct.

Applicant's signature

Date

Please tick under which official signing capacity you are signing this application:

Individual licence applicant     Company director     Company secretary     Sole director and company secretary

Another officer of corporation authorised to complete this form ▶ *please specify position*

## Office Use Only

Reason for refusal

Application approved     Application refused ▶

CASA Licence Pre-requisites in order (if aerial distribution contractor licence)

Licence Fee

Licence Fee Receipt Number

Date Received

Licence Number

Licence Issue Date

Issuing Officer details

Designation

Signature

Date

Please refer to the following page for fee payment details ▶

## Fee Payment Details

There are two licence fees that could apply. A three-year licence fee and a one-year licence fee. Please indicate which fee applies to your application (please tick)

Three-year licence fee       One-year licence fee

For payment by credit card, please indicate below the type of card, cardholder's name, card number, and the expiry date. Enter in the total amount and your phone number, and sign in the space provided.

**Note:** For Cheques and Money Orders, please make payable to the "Department of Primary Industries".

Method of payment (please tick)

Visa     MasterCard     Bankcard     American Express     Cash\*     Cheque     Money order

Do not send Cash through the mail    Please mark Cheque "Not Negotiable"

Cardholder's name

Card number

     / 

Card expiry date

Signature

Total amount

\$

Cardholder's phone number

(    )

Is a receipt required? (an official receipt will not be forwarded unless specifically asked)  No     Yes

If posting your application including fee payment other than cash, please forward to:

The Standards Officer, Animal and Plant Health Service,  
Department of Primary Industries, GPO Box 46,  
Brisbane 4001

\* If you wish to pay your fee payment by cash, the fee may be tendered with the Cashier, Department of Primary Industries, Floor 1, Primary Industries Building, 80 Ann Street, Brisbane, together with the completed application form.

### Privacy Statement

The Department of Primary Industries (DPI) is collecting the information on this form to assess the eligibility of applicants for a licence to carry out aerial distribution of agricultural chemicals and/or ground distribution of herbicides. DPI will also use your information:

- to administer its responsibilities under the *Agricultural Chemicals Distribution Control Act 1966* (the Act) and the *Agricultural Chemicals Distribution Control Regulation 1998* (the Regulation) for the purposes of regulating aerial distribution of agricultural chemicals and/or ground distribution of herbicides;
- as part of its compliance and monitoring activities for the licensing and other requirements under the Act and Regulation
- for other related purposes and DPI general purposes such as general information dissemination purposes.

The collection of information is authorized by the Act and Regulation. The Act provides for a Register of Licensees that is to be made available for public inspection at all reasonable times. If you are an individual applying for this licence the information about your name and address and details about the licence will be included in this Register. Unless otherwise identified in this notice, your personal information will not be released to a third party unless it is required by law (e.g. freedom of information or a legal third party discovery mechanism).