

# ADDITIONAL DETAILS FORM 1

## CHANGE OF NAME AND USE OF OTHER NAMES OR ALIASES



Fair  
Trading

13 32 20 [www.fairtrading.nsw.gov.au](http://www.fairtrading.nsw.gov.au)

FAIR TRADING – HOME BUILDING SERVICE

### 1. When should you complete this form?

You should complete this form if you are an applicant or a licensee and:

- If you are an individual that has changed their name or used any known aliases
- If you are an individual member of a partnership, that has changed their name or has used any known aliases
- If you are an individual director of a company, that has changed their name or has used any known aliases
- If you are a director of a company notifying of a change of the company name (Note: this requires that the ACN of the company is unchanged. Any change to the ACN is a new entity and would require a new application for a licence).

This form is to assist you in providing the required details and allow the prompt assessment of your application. Failure to provide sufficiently detailed information below can affect the outcome of your application as Fair Trading will be unable to assess your circumstances.

### 2. What Type of Details Are Required?

This information is provided for a:

New application      or       Renewal application      ►      Licence number or Application number (if known):

2.1 Details of name change:

2.2 Details of all other names or aliases that you have also been known as:

2.3 Details of any licences or applications in the former name or alias:

2.4 The reason for the change of name or the use other names or aliases

2.5 Any additional information that you may wish to provide for consideration in regards to the change of name or use of aliases or other names:

- For **individuals**: Attach a certified copy of your change of name as provided by the Registry of Births, Deaths and Marriages
- For **companies**: Attach evidence of the change of name with ASIC (e.g. *current company extract*)

In accordance with section 12 of the *Licensing and Registration (Uniform Procedures) Act 2002* this additional details form and any supporting attachments are part of the application form submitted by the applicant making application for an authority under the *Home Building Act 1989*.

### 3. Declaration

I,  (insert full legal name of the Individual, Member or Director that this additional details form relates to) born on  (insert Date of Birth) declare that:

- I have provided true and correct information.
- I understand that the provision of false or misleading information by me may result in proceedings being brought against me under the *Crimes Act, 1900* that could lead to imprisonment for up to 2 years and/or fines of up to \$22,000.
- I understand that the provision of false or misleading information may result in Fair Trading assessing me as not being a fit and proper person under the *Home Building Act, 1989* and may affect the outcome of my application.
- I have read and understand the information required to be provided in this statement.
- I authorise Fair Trading to make the necessary enquiries with any organisation or individual to verify the information I have provided on this form and any organisation or individual to disclose relevant information to Fair Trading for these purposes.

Applicant's Signature

Date //