

Part A - Accreditation Details (to be completed by all applicants)

- Name accreditation is to be held
- Number of taxis you are applying to be accredited
- Address at which operations will be conducted

 Postcode
- Is there any other matter you should tell Roads and Maritime Services (Roads and Maritime) about which you think may have an effect on you application?
Yes if yes give details
No

Details

Part B - Business Details (to be completed by all applicants)

- Type of business applying for accreditation?
Note: select type of business and complete required information
Individual complete questions 17 - 33
Corporation complete questions 6 - 13 to 17 - 30
Partnership complete questions 14 - 33
- Corporation name (questions 5 - 14 are corporation use only)
- Australian Company Number (ACN)
- State incorporated

- Registered address

 Postcode
- Mailing address (if different from above)
- Contact phone numbers
a) Office hours number b) After hours number
c) Mobile number
- Fax number
- Number of Manager(s) / Directors (s) you will be nominating

Note: Ensure each nominated Manager(s) or Director(s) has completed Personal details (Part C), read and signed the Applicant declaration (Part G) and provided a National Criminal History Check.

- Partnership name (questions 14 - 16 are partnership use only)
- Mailing address
- Phone number Fax number

Note: Ensure each partner has completed Personal details (Part C), read and signed the Applicant declaration (Part G) and provided a National Criminal History Check.

continued page 2

Application for an Operator Accreditation - Taxi continued

Part C - Personal Details (to be completed by an individual applicant, **each** nominated Manager(s) / Director(s) of a company or **both** partners in a partnership)

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17. Surname (family name)

18. Given names

19. Title Mr Mrs Ms
 Miss Other

20. Gender Male
 Female

21. Date of birth

22. Place and country of birth

23. Residential address (PO box not accepted)

24. Mailing address (if different from above)

25. Email address

26. Contact phone numbers

a) Office hours number

b) After hours number

c) Mobile number

27. Driver licence details

a) Driver licence number

b) State issued

c) Expiry date

d) Class

28. Are you now or have you ever been known by another name?

Yes **▶** if yes give details
No

Details

29. Do you hold or have you ever held a Public Passenger Operator Accreditation?

Yes **▶** if yes give details
No

Details

Application for an Operator Accreditation - Taxi continued

Part C - Personal Details Continued (to be completed by an individual applicant, **each** nominated Manager(s) / Director(s) of a company or **both** partners in a partnership)

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30. Are there any charges pending against you, for any criminal offences or have you been found guilty or convicted by a court in NSW or elsewhere of any criminal offence in the last ten (10) years?

Yes if yes give details

No

Details

Part D - Citizenship and Visa Status

(to be completed by **Individual** applicant applying for an accreditation **ONLY**)

31. Are you an Australian Citizen or Permanent Resident?

Yes refer below

No

If **yes**, attach a certified copy of your Birth Certificate or Passport or Australian Citizenship Certificate.

32. Are you a New Zealand Citizen?

Yes refer below

No

If **yes**, attach a certified copy of your New Zealand Passport or New Zealand Citizenship Certificate.

33. If you are not an Australian or New Zealand Citizen, do you hold the appropriate visa to lawfully seek employment in Australia?

Yes refer below

No

If **yes**, attach a certified copy of your Passport and valid visa.

Note: All copies must be certified by a Justice of the Peace (JP) stating that they are true copies of the original. See 'Proof of Identity' for further details.

Application for an Operator Accreditation - Taxi continued

Part E - Proof of Identity

To obtain a New South Wales Operator Accreditation you must prove your identity. Roads and Maritime uses the 100 point identity check system. All documents must be endorsed as true copies of the originals by a person able to certify such documentations or the originals must be sighted by Roads and Maritime staff. (Refer to the 'Proving your Identity to Roads and Maritime information sheet on the website for details; www.transport.nsw.gov.au)

Part F - Privacy Statement

Roads and Maritime Services (Roads and Maritime) collects and holds your personal information for the purposes of attesting that you are of good repute and in all other respects a fit and proper person to hold an accreditation, and have sufficient responsibility and aptitude, to operate a public passenger service in accordance with law and custom.

Roads and Maritime also collects and holds your personal information to determine whether or not you meet (and continue to do so) the requirements for accreditation as a public passenger operator under the *Passenger Transport Act 1990* and *Passenger Transport Regulation 2007*. You are required to provide this information to demonstrate that you continue to satisfy the purposes of accreditation otherwise Roads and Maritime may suspend or cancel your accreditation.

Failure to provide all the requested information may result in your application being refused and may also be a contravention of the Regulation. Roads and Maritime may retain and use this information for accreditation, road transport or road safety purposes.

If required Roads and Maritime may provide your personal information to the Australian Taxation Office, the Department of Immigration and Border Protection, the Office of Transport Safety Investigation and/or Transport for NSW. Roads and Maritime may obtain information from Australian law enforcement agencies and from Roads and Maritime other driver licensing and/or vehicle registers required to be kept under the Road Transport Law to verify or check your criminal history and/or driving record. You have a right to request access to the information collected by contacting the appropriate Roads and Maritime office, the contact details are at the end of this form.

Part G - Applicant Declaration and authority for collection and disclosure of information (a separate declaration must be completed by an individual applicant, each nominated Manager(s) / Director(s) of company, or both partners of a partnership)

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I hereby declare that all applicable questions on this application form have been read and understood by me.

The answers given to the questions in this application and the documentation provided are, to the best of my knowledge, true, correct and accurate in every detail.

I have listed all details of charges pending, convictions or proven offences against me or the delegated manager/director for any criminal/civil or traffic offences.

I am aware that any person, corporation or partnership who attempts to obtain an operator accreditation by false statement, misrepresentation or omission of details likely to affect such application shall be guilty of an offence and shall be liable to a penalty of up to \$2,200.00 and any accreditation issued may be cancelled.

I will comply with the *Passenger Transport Act 1990*, associated regulations and accreditation conditions relevant to this operator accreditation. Further, I understand that failure to comply with the before mentioned requirements may result in my operator accreditation being varied, suspended or cancelled.

I consent to the disclosure, by or to Roads and Maritime Services (Roads and Maritime) of any information needed to verify any details given in this application or during the currency of this accreditation, including:

A check and release of any criminal convictions, proven offences or charges pending or recorded against my name and kept by any Australian State or Territory law enforcement agency, including a country of previous residence.

A check and release of personal details related to the issue of my driver licence and driving history from any Australian State or Territory licensing authority including a country of previous residence. For the purpose of the protection of public revenue or locating the person to whom the information relates.

Further, I give authority for Roads and Maritime to obtain details of any matter/s, whether a conviction or not, which may be deemed to be relevant to this original application, or during the currency of the accreditation, relevant to the suspension, cancellation or for the review, replacement or for the renewal of this operator accreditation. The purpose of such checks is in connection with the standards required of a person to operate a public passenger service in accordance with the conditions and regulations under the *Passenger Transport Act 1990*.

Signature

Name (print)

Date

day	/	month	/	year
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Application for an Operator Accreditation - Taxi continued

Part H - Applicant checklist

- Completed Application form (with applicable questions answered);
- Criminal History Check

An original National Criminal History Record Check is available through the NSW Police Force at www.police.nsw.gov.au. You may also apply for a Criminal History Check through an accredited Crimtrac provider. The check should be dated no more than 3 months prior to the date of application.

- Signed declaration by applicant/ company director/s;
- Details of any civil or criminal offences within the last five years, if applicable or each nominated manager or director of a company applicant; *(can be included in the application form)*
- Nominated manager or director of a company applicant *(can be included in this application form)*;
- Accreditation fee of \$45 payable to Roads and Maritime Services *(if you wish to pay by credit card please refer to page 8)*;
- 100 points identity check on individuals or company directors. Documents must be copies certified by a Justice of the Peace or originals may be sighted at the counter;

Office Use

Customer number

Accreditation number

Receipt number

Date

Fee paid

Receiving officer

File handed by

Supporting documents:

- Proof of identity
- Proof of citizenship and/or visa

Date of Crimtrac check

Previous history

Offence history

Nominee notes

Company notes

Partnership notes

Operation notes

Eligibility check:

Application complete

OK Not OK



Credit Card Authority

- A non-refundable application fee of \$45 for consideration and processing of the application.
- All cheques and money orders should be made payable to Roads and Maritime Services.
- You can pay the application fee via your credit card by filling in your credit card below.

MASTERCARD

VISA

Card number

Valid until

 /

CCV number

What is a CCV number? - Several numbers are printed in the signature area on the back of your card. The *last three digits* make up the CCV Number.

Note: A surcharge of 0.4% applies to payments made by Visa/ Master Card. Amex and Diners Cards are **not** accepted.

Card holder's name

Amount

Card holder's address

Signature of card holder