



Australian Government

Department of Agriculture, Fisheries and Forestry
Australian Quarantine and Inspection Service

Application for Approval of a Place for Performance of Quarantine

Application Classifications

Complete each section as indicated below

- New Application (all classes)
- Change of Senior Manager or Accredited/Contact Person
- Application for Co-located Premises – Schedule One

This application will attract a fee which is payable prior to approval being granted

Sections to be Completed

Complete all Sections

A, B, D, E, F, G, H

See Schedule One

To the Chief Quarantine Officer/Regional Manager

Application is hereby made for the premises described below to be approved as a place for the performance of Quarantine under Section 46A of the *Quarantine Act 1908*.

Applicant Details

(Please print clearly)

Section A

Legal name of applicant for approval
(Evidence of legal existence must be provided. See explanatory notes)

ABN:

Alternative trading name(s) of applicant

Postal/Business address of applicant

State:

Postcode:

Phone number: ()

Facsimile number: ()

Proposed Place

Section B

Physical address of proposed approved place/premises

State:

Postcode:

Phone number: ()

Facsimile number: ()

Mobile number:

Email address:

What are the proposed imports/treatments /dealings with Quarantine goods?

(Attach a separate sheet if insufficient room)

Deposited Plan and Folio Number:

If the place/premises is AQIS export registered, please list export registered:

Name:

NOTE: AQIS requires premises located in fringe rural or rural areas to submit additional information in support of the Application for Approval of a Place for the Performance of Quarantine. Refer to the Frequently Asked Questions on the Application for Approval as a Place for the Performance of Quarantine (<http://www.daff.gov.au/aqis/import/general-info/qap/faqs>) for further information and details on the determination of postcode classifications.

Number:

If applicable answer the below (in metres):

Fumigation pad size (L x W)

Wash bay size (L x W)

Inspection area dimensions (L x W)

Quarantine Approval Number (if previously approved)

Occupier Details

Section C

Does the applicant own the freehold or lease the place?

(Specify the arrangement including duration of lease)

If the applicant does not own the freehold, please state the full name of the Lessor.

Does the applicant share or lease a portion of the place with another person or entity?

Please answer this question 'Yes' or 'No':

If the answer to the above is YES, do they have a quarantine approved place? If so, please list their name and approval number below:

Management Details

Section D

Please list the senior manager who has the authority to sign this application.

Name in full – Senior Manager

Mr/Mrs/Miss/Ms:

Accreditation number (if applicable):

Position:

Phone number: ()

Facsimile number: ()

Mobile number:

Email address:

Please list the two primary accredited persons who manage or control the day to day operations of the place/premises, or a substantial part of the operations.

(If there are additional accredited persons please attach a separate sheet)

Name in full – Accredited/Contact Person One

Mr/Mrs/Miss/Ms:

Accreditation number:

Position:

Phone number: ()

Facsimile number: ()

Mobile number:

Email address:

Name in full – Accredited/Contact Person Two

Mr/Mrs/Miss/Ms:

Accreditation number:

Position:

Phone number: ()

Facsimile number: ()

Mobile number:

Email address:

Personnel History Questions

Section E

Has the applicant and any persons nominated in Section D, been convicted of any offence against:

a) the *Quarantine Act 1908*?

Yes/No

b) the *Customs Act 1901* in relation to the importation, movement of, or interference with goods?

Yes/No

c) any other Act listed on Attachment A?

Yes/No

If the answer to any part of Section E is YES, then please attach a separate sheet which specifies the offence, penalty, date and place of conviction for the applicant or any person nominated in Section D.

AQIS may approach the applicant or other persons for information or documents relevant to section 46A(3)(a) & 46A(4)(f) of the *Quarantine Act 1908*, subject to Part VIIC of the *Crimes Act 1914*.

Applicant History Questions

Section F

Has the applicant ever, either alone or jointly with another person been:

- refused an approval as a place for the performance of Quarantine; or
- granted an approval as a place for the performance of Quarantine which has been suspended or revoked; or

- granted any other approval under the *Quarantine Act 1908* which has been suspended or revoked? Yes/No

If the answer to Section F is YES, then please attach a separate sheet which details the event.

Conditions of Approval

Section G

This approval is subject to the following conditions.

The Australian Quarantine and Inspection Service (AQIS) must be notified in writing as soon as possible if the applicant:

- commences any process of liquidation, winding up, dissolution or bankruptcy, any form of external administration, or scheme of arrangement;
 - proposes to assign, transfer, cease or materially reduce business operations which include the procedures covered by this approval; and/or
 - changes persons nominated in Section D of this application.
- An approval of a place is subject to the *Quarantine Act 1908* and does not limit the powers available to Quarantine Officers and other Officers under the Act.
 - An approval of a place and the responsibility for complying with its conditions and procedures cannot be assigned, subcontracted or transferred to another person.
 - An approval of a place does not constitute approval or delegation or authority to exercise any statutory power or function or otherwise act on behalf of the Director of Quarantine, AQIS or any other part of the Commonwealth of Australia.

- The applicant of the approved place is responsible for ensuring compliance with the conditions of approval and the procedures carried out in relation to goods at the approved place. The involvement of the Commonwealth or its representatives in monitoring compliance with those procedures does not relieve or diminish their responsibility.
- The applicant must pay the fees for service imposed in accordance with section 46A(1) and section 86E of the *Quarantine Act 1908* in relation to the approved place by the due date shown on an invoice issued by AQIS.
- The applicant must ensure that its officers, employees, agents and contractors act consistently with, and ensure the proper performance of, the conditions of approval and the procedures in relation to the goods at the approved place.
- Approvals of Places under section 46A of the *Quarantine Act 1908* are subject to enforceable conditions, breach of which is a criminal offence. The conditions which apply to this approval can include the following: relevant *Quarantine Approved Premises Class Criteria*, the *Quarantine Approved Premises Conditions of Approval* document, relevant import conditions and any other conditions and directions from AQIS.

Note: It is an offence for a person to recklessly contravene a condition to which their approval is subject (section 46A(8) *Quarantine Act 1908*).

Declaration

Section H

Before signing this declaration, please ensure that you have completed each section as directed in the *Application Classifications* box.

This application must be signed by a director, manager or senior executive of the applicant who:

- is listed in the Section D – MANAGEMENT DETAILS and
- has the responsibility for the business operations of the applicant; and
- is authorised to sign the application for the applicant.

I,

(please print)

declare, as the applicant, or for and on behalf of the applicant that:

- The applicant will comply with the conditions of approval, any other AQIS requirements and the procedures carried out in relation to goods at the approved place.

- I will ensure that all relevant individuals understand and execute their responsibilities. Further that I have read through the form and the information provided is true, correct and complete in every particular.

GIVING FALSE OR MISLEADING INFORMATION IS A SERIOUS OFFENCE

Signature

Date / /

Position:

AQIS routinely publishes the details of Quarantine Approved Premises (i.e. company name, address, contact details and quarantine activities available) on its website to enable other parties to use the commercial services that are available at this Quarantine Approved Premises.

Mark the box if you **do not** want AQIS publishing your premises details on its website

