

| Office Use Only | |
|---------------------------|--|
| Client ID | |
| Application fee | |
| Pre-grant fee | |
| Licence / Registration No | |
| Registering Officer | |
| OLS Updated | |



**Business and
Occupational Services**

Level 3
Chesser House
91-97 Grenfell Street
Adelaide SA 5000

GPO Box 1719
Adelaide SA 5001
DX 225

Tel 08 8204 9686
Fax 08 8204 9697

www.ocba.sa.gov.au

Second-hand Vehicle Dealers Act 1995

Section 14 Application for New, Additional or Change of Premises

To ensure that we can process this application promptly, please name a contact person, telephone and facsimile number:

Name of contact person _____
Daytime telephone number () _____
Facsimile number () _____

Please Change of premises New or additional premises

Section 1 Details of Licensee

Title Mr Mrs Ms Miss Company
Surname/ Company name _____
Full given names _____
Residential address/
registered office _____
Postcode _____
Telephone (home) () _____ Telephone (work) () _____
Mobile _____ Facsimile () _____
Postal address _____
Postcode _____

Section 2 Details of Premises

From old premises (if applicable)

Number and street name _____
Suburb _____ Postcode _____

To new or additional premises

Number and street name _____
Suburb _____ Postcode _____

Continued over ...

Section 3 Declaration

I, the applicant (individual/director of company) described in this form, do solemnly and sincerely declare that the contents of this application from and any attachment are true and correct, and that I understand that providing false or misleading information is an offence under section 41 of the *Second-Hand Vehicle Dealers Act 1995*. I also authorise the Commissioner to make any inquiries necessary for the purposes of determining this application.

Signature _____

Of applicant or director of the company

Date _____

Section 4 Additional Information Required

Please ✓

Local Council's written approval for the use of the trading premises
(Please attach council's approval to this form)

Application fee

If lodging application for additional premises, Pro-rata Compensation Fund Fee
(Please refer to fee schedule below for amount payable)

Section 5 Fee Schedule

Application fee for change or additional premises

\$38.75

Pro-rata Compensation Fund fee when adding premises

(Please note that the fee varies depending on the month the application is lodge and when your licence is due for renewal)

| Number of whole months until licence expires | Fund fee required | Number of whole months until licence expires | Fund fee required |
|--|-------------------|--|-------------------|
| 1 | \$379.00 | 7 | \$204.00 |
| 2 | \$408.00 | 8 | \$233.00 |
| 3 | \$88.00 | 9 | \$263.00 |
| 4 | \$117.00 | 10 | \$292.00 |
| 5 | \$146.00 | 11 | \$321.00 |
| 6 | \$175.00 | 12 | \$350.00 |

Please continue over the page for details of payment and lodging this form...

Section 6 Credit card payment

I hereby authorise the Commissioner for Consumer Affairs to debit my **Visa** or **MasterCard** (circle whichever is applicable) in the amount of \$ _____

| | | | | |
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Credit card number

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Expiry date

Signature _____ Date / /

Name of card holder _____

Cardholder's contact number _____

Where to lodge this form

In person

Business and Occupational Services
Office of Consumer and Business Affairs
Level 3 Chesser House
91-97 Grenfell Street
ADELAIDE SA 5000

OCBA Regional Office (BERRI)
Office of Consumer and Business Affairs
30 Kay Avenue
BERRI SA 5343

Post

Business and Occupational Services
Office of Consumer and Business Affairs
GPO Box 1719
ADELAIDE SA 5001

Telephone

Commercial Licensing: (08) 8204 9686
SA country callers 131 882
Translating and Interpreting Service (TIS)
Telephone 131 450

The Act and Regulations can be obtained from

Service SA Government Legislation + Outlet
101 Grenfell Street
Adelaide SA 5000
Telephone 13 23 24
or download from the Parliamentary website:
www.parliament.sa.gov.au

Visit us on the web

www.ocba.sa.gov.au