Company Officer Form Supporting a Company Application



PRIVATE SECURITY PERSONNEL LICENSING AUTHORITY

When to use this form

Use this form in conjunction with a company licence application if you need to add company officers to your company licence. Each additional company officer must complete a copy of this form.

A company officer is a Director, Chief Executive Officer or person(s) occupying an equivalent position.

What you need with your application

To complete your application, you need to send:

• A fully completed form

Completing this form

- Print clearly in CAPITALS
- Use a black pen or blue pen to complete this form
- Answer every question on the form unless the instructions tell you otherwise

Payment information

There is no filing fee with this application.

Application process

In normal circumstances it will take 2 months to hear the outcome of the company application, once all company officers have sent in a company officer form supporting a company licence.

If the company or any of the officers have disqualification criteria, for example criminal convictions, then it will take much longer to determine the outcome.

Important information

If you:

- Provide false or misleading information to the Licensing Authority, you may be liable for a fine of up to \$20,000.
- Work for a licensee, as a Crowd Controller or Repossession Agent without holding a Certificate of Approval you could be fined up to \$20,000.

Step 1. Company details

What is the	name of your com	pany?		
Company reg	gistered name			
If you know t	he application numb	er of your company's licence app	lication, please enter it here	
	по аррисацоп папів	or or your company o neoned app	modulon, produce enter kinere	
Step 2.	. Company	officer details		
Full name	First	Middle	Surname	
	ords Act 1974 or Priv		ral or licence under the Private Investigators ar te Investigators Act 2010, add your licence or	าต
Licence or ce	ertificate of approval	number		
Date of Birth	n/	/ (day/month/y	ear)	
What is you	r gender? (Please	tick to confirm)		
Male	Female			
What is you	r occupation?			
Occupation	·			
Are you kno	wn by, or have you	ı ever been known by another r	name? (Please tick to confirm)	
Yes	☐ No			
If yes, please	e supply the addition	al names. If no, please skip to the	e residential address question	
Other names	First	Middle	Surname	
	First	Middle	Surname	
What is you	r residential addre	ss?		
Address	No. Stre		uburb	
	City	S	tate (if outside NZ)	
	Country	P	ost code	

Do you have a different postal address? (Please tick to confirm)						
Yes	☐ No					
If yes, please provide us your postal address						
Address	No.	Street		Sub	urb	
	City			Stat	e (if outside NZ)	
	Country			Pos	t code	
Phone	Day			Mobile		
Email						
I consent to	being contac	ted regarding	g my applicatio	n at this er	nail address 🔲 Y	′es
Step 3.	Compa	any offic	cer iden	tificati	on details	
Photo identification is required to verify your identity when you pick up your Certificate of Approval and ID badge. Please provide details of your Passport, New Zealand Driver's Licence, HANZ 18+ card or New Zealand Firearms Licence below:						
Passport nun	nber					
Nationality as	s shown on pa	ssport				
Date issued			/	/	(day/month/year)	
Passport expiry date		/	/	(day/month/year)		
or						
New Zealand Drivers Licence number						
Drivers Licence expiry date / / / (day/month/year)			ear)			
Drivers licence version number						
or						
Other identification type						
Other identification number						

Step 4. Company officer disqualification criteria

Section 62 of the Act sets out the grounds for disqualification of a company officer. Disqualification of a company officer may cause disqualification of the company. If you meet any of the grounds of disqualification listed below, you will be able to make a statement about your character, circumstances or background.

The Licensing Authority may still grant the company application, but only if the Authority is satisfied that you are suitable to operate as an officer of a licensee in the class or classes of work to which the application relates. Please note that no refund is payable if your application is unsuccessful.

You can find more information at www.PSPLA.govt.nz

Please answer each individual question on the next page. (Please tick to confirm)

Have you ever been convicted of a 'specified offence' as defined in section 4 of the Criminal Records (Clean Slate) Act 2004?	☐ Yes	☐ No
In the last 7 years, have you been convicted by a New Zealand court of an offence under the Arms Act 1983?	Yes	☐ No
In the last 7 years, have you been convicted by a New Zealand court of an offence under sections 216H to 216J of the Crimes Act 1961?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence under sections 10, 11, 13, 16, 19, 21, 24, 47F, or 47J of the Fair Trading Act 1986?	☐ Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence under section 103(1) of the Credit Contracts and Consumer Finance Act 2003 that involves a breach of any provision of Part 3A of that Act?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence under section 8 or 25 of the Harassment Act 1997?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence under section 6 of the Misuse of Drugs Act 1975 in relation to quantities deemed for supply of a Class A, B or C controlled drug or drugs?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence of dishonesty, as defined in section 4 of the Private Security Personnel and Private Investigators Act 2010 ("offence of dishonesty")?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence of violence, as defined in section 4 of the Private Security Personnel and Private Investigators Act 2010 ("offence of violence")?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence under sections 16, 34 or 52 of the Private Investigators and Security Guards Act 1974?	☐ Yes	☐ No
Have you ever been disqualified from driving for an indefinite period and ordered to attend an assessment centre under section 65 of the Land Transport Act 1998, or an earlier equivalent provision?	☐ Yes	☐ No
Have you ever been ordered by a court to be imprisoned following conviction for an offence and that conviction or order has not been quashed on appeal?	Yes	☐ No
In the last 7 years, have you ever been convicted by a New Zealand court of an offence under the Private Security Personnel and Private Investigators Act 2010 or Private Investigators and Security Guards Act 1974 for working without a licence or certificate or approval or employing or engaging a person without a certificate of approval?	Yes	☐ No
In the last 7 years, have you had a licence or certificate of approval cancelled under the Private Security Personnel and Private Investigators Act 2010 or the Private Investigators and Security Guards Act 1974?	Yes	☐ No
Do you hold a licence or certificate of approval that has been suspended?	☐ Yes	☐ No

☐ Yes	□ No
☐ Yes	☐ No
	o support
Yes	□ No
Yes	□ No
Yes	☐ No
	Yes of ormation to round).

If you have answered yes to one of the above questions, please provide further de	tails below:	:	
	_		
If you need extra space, please attach a separate sheet to this application			
Step 5. Company officer overseas mental hea	lth ord	ers	
Section 25 of the Private Security Personnel and Private Investigators Act 2010 also req you have had an overseas mental health order or conviction. You may provide further infapplication (for example, information about your character, circumstances, or backgrounconviction or order as follows:	formation to	support	your
Please answer each individual question below. (Please tick to confirm)			
Have you ever had an order imposed in relation to you by any court or tribunal outside of New Zealand, instead of passing sentence, that you be treated or cared for in relation to your mental impairment?	Yes	N	No
Have you ever been convicted of an offence outside of New Zealand?	☐ Yes		No
If you have answered yes to one of the above questions, please provide further de	tails below:	:	
If you need extra space, please attach a separate sheet to this application			

Step 6. Consent and certification

I consent to the Ministry of Justice undertaking a criminal history check using the information contained in my application. I certify that the above particulars are true and correct.				
Name				
Signature	Date			
Step 7. Do a quick check				
You have answered every applicable question				
You have signed and dated this form				
Step 8. Send in this form				

You can fill in this form and email it to PSPLA@Justice.govt.nz

Or you can fill in this form and post it to:

Private Security Personnel Licensing Authority SX 10042 Wellington New Zealand

Address: Level 1, 86 Customhouse Quay, Wellington 6011

Phone: 04 477 752