

**FINANCE BROKERS LICENCE APPLICATION BUSINESS REFERENCE TEMPLATE**

- References from relatives, subordinates or partners will not be accepted.
- At least one reference must be from a person external to your current place of employment.
- References from co-directors will not be accepted.
- Referees should provide as much detail as they are able to and attach an additional sheet if necessary.
- Where the Commissioner for Consumer Protection is unable to determine the applicant's suitability for a finance broker's licence under section 27(1), 28 or 29(1) of the *Finance Brokers Control Act 1975* ('the Act') and associated regulations due to insufficient information being provided in support of the individual's application, the reference will not be accepted.

The questions below are intended to assist the Commissioner for Consumer Protection in determining whether an individual is of good character and repute and a fit and proper person to hold a licence pursuant to statutory requirements.

**Individual for whom reference provided:** \_\_\_\_\_

**Relevant Firm/Body Corporate(if applicable):** \_\_\_\_\_

**Questions**

1. How long have you known the applicant? .....
2. Are you related to the applicant in any way? .....
3. What is the capacity and extent of your business relationship (and social relationship, if any) with the applicant?.....  
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4. Do you consider the applicant to be a person of good character and repute and a fit and proper person to hold a licence? .....  
Reasons for this? .....  
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5. Are you aware of any reason why the applicant may not have sufficient material and financial resources to comply with the requirements of the Act? .....  
Reasons for this? .....  
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6. Do you consider the applicant to be capable of carrying on the business of a finance broker with the general public without assistance? .....

Reasons for this? .....  
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7. Do you believe that the applicant reasonably understands the duties and obligations imposed on them by the *Finance Brokers Control Act 1975*? .....

Reasons for this? .....  
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8. Please indicate the type, scope and extent of applicant's finance broking experience in the last five years (if any).....

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9. Are you aware of any reason why the applicant would not be eligible for or should not be granted a finance broker's licence? If so, please state reason. ....

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**Referee's Name** (please print) .....

**Job title/Place of Employment** .....

**Contact Number** .....

**Declaration**

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I, .....(referee), sincerely declare that the particulars and answers given in respect of this reference are, to the best of my knowledge and belief, complete, correct and true and that the attachments hereto are what they purport to be. This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

**Declared at**

Dated this  day of  20

Referee's Signature

**In the presence of** [refer to section 12 and schedule 2 of the *Oaths, Affidavits and Statutory Declarations Act 2005* for list of Authorised Persons]:

Witness' Signature

Print Name of Witness

Qualification as such a witness (e.g. JP, Public Servant, etc)

**Any person who knowingly makes a statement that is false in a material particular in a statutory declaration is guilty of a crime and is liable to imprisonment for 5 years.**