

Form 6 Version 1

# Application for exemption from a disqualifying conviction

*Justices of the Peace and Commissioners for Declarations Act 1991*  
*Justices of the Peace and Commissioners for Declarations Regulation 2017*

**For new applications and existing appointments**

Office use only						
Registration number						
Approved						
Refused						
Other						
Notes						

## Important explanatory notes—please read carefully

If you have a disqualifying conviction, you can apply to the chief executive to consider an exemption in relation to that conviction.

A disqualifying conviction is defined in the *Justices of the Peace and Commissioners for Declarations Act 1991* (the Act) as:

- a conviction, including a spent conviction, for:
  - an indictable offence; or
  - an offence involving dishonesty; or
  - an offence involving a breach of confidentiality; or
  - an offence against the Act; or
- a conviction, including a spent conviction, for an offence for which a sentence of imprisonment was imposed, even if the sentence was suspended.

### Applications:

Applicants for an exemption from a disqualifying conviction **MUST** be applying to be appointed as:

- Commissioner for Declarations
- Justice of the Peace (Qualified)

OR

- Upgrading to a Justice of the Peace (Qualified) from Commissioner for Declarations or Justice of the Peace (Cdec)
- Upgrading to a Commissioner for Declarations from Justice of the Peace (Cdec)

OR

**MUST** be currently appointed as:

- Commissioner for Declarations
- Justice of the Peace (Qualified)
- Justice of the Peace (Magistrates Court)
- Justice of the Peace (Cdec)

The Application for exemption from a disqualifying conviction must be filed as an attachment to your Application for Appointment.

### Fees:

Fees are administered under the Justices of the Peace and Commissioner for Declarations Regulation 2017

There is no fee to apply for an exemption from a disqualifying conviction.

For New applications, The current Oath of Allegiance fees can be found in the Fees Schedule at [Justices of the Peace branch fee schedule - Dataset - Publications | Queensland Government](#) . This is a once off fee for the period of your appointment.

### Changes of Address:

It is essential that you notify the Registrar of Justices of the Peace and Commissioners for Declarations of any changes of address 30 days.

### Contact us:

If you have trouble completing this form or need more information or help, contact us by:

Emailing [jpbranch@justice.qld.gov.au](mailto:jpbranch@justice.qld.gov.au)

Phoning [1300 301 147](tel:1300301147)

### Collection Notice:

The Department of Justice and Attorney-General (Justice of the Peace Branch) collects information under this application in order to assess the Application for exemption from a disqualifying conviction pursuant to the *Justices of the Peace and Commissioners for Declarations Act 1991* and the *Justices of the Peace and Commissioners for Declarations Regulation 2017*. The requirement to provide the information is necessary in order to assess the applicant's Application for exemption from a disqualifying conviction. The Justice of the Peace Branch will not be on-disclosing any information collected as part of the Application for exemption from a disqualifying conviction.

### Review of Decisions:

Should the chief executive decide not to grant an exemption, the chief executive must provide you with an **Information Notice** for the decision in accordance with Section 157 (2) of the *Queensland Civil and Administrative Tribunal Act 2009*. You may apply to QCAT to have the decision reviewed.

### WARNING

The Department of Justice and Attorney-General treats fraudulent activity seriously. When applying for an exemption from a disqualifying conviction · making a false or misleading statement · providing a document or information you know to be false or misleading; or · omitting information with the intent to deceive or mislead may result in you being investigated by the Queensland Police Service for criminal offences, including Fraud or Forgery and Uttering under the Criminal Code. Penalties including imprisonment apply to persons found guilty of such offences.

## Section 1 - Applicant Details

Please complete in BLOCK letters

Full name:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other _____	Surname:	
Given name/s:			
If you have been known by any other name, please state other names:			
Date of birth:			
Place of birth:	Town	State or Region	Country
Residential address:	Unit/Building No.	Street No.	Street Name
	Suburb	State	Postcode
Enter "as above" if postal address is the same as residential address.			
Postal address:	Unit/Building No.	Street No.	Street Name
	Suburb	State	Postcode
Phone:			
Mobile:			
Email (Compulsory):			

Please tick appropriate 'yes' or 'no' boxes.

1. Have you been convicted of any offence in any State or Territory of the Commonwealth of Australia, or elsewhere?

Details of any such offence/s are as follows:

Date	Court (if applicable)	Offence	Penalty

2. Do you wish to apply for an exemption from a disqualifying conviction listed above?

Yes

No

If YES, please provide details below outlining why you should be granted an exemption in relation to the disqualifying conviction.

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**Section 2 – Applicant Declaration**

I, \_\_\_\_\_, \_\_\_\_\_  
(full name)

declare the information contained in this application is true and accurate and I understand the penalties that may apply for providing information I know to be false or misleading.

Dated this		day of		20		Signature of applicant	
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