

Form 1
QUEENSLAND

Oaths Act 1867

STATUTORY DECLARATION

I, _____ **Full name of declarant** _____ [insert full name],

of _____ **Full address of declarant** _____ [insert address],

do solemnly and sincerely declare that:

Matters being declared

and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867*.

I declare that the contents of this statutory declaration are true and correct. Where the contents of this declaration are based on information and belief, the contents are true to the best of my knowledge and I have stated the source of that information and grounds for the belief.

I understand that it is a criminal offence to provide a false matter in a declaration, for example, the offence of perjury under section 123 of the Criminal Code.

I state that:

- A. This declaration was made in the form of an electronic document.*¹ *cross-out if not applicable*
- B. This declaration was electronically signed.*² *cross-out if not applicable*
- C. This declaration was made, signed and witnessed under part 6A of the *Oaths Act 1867*.³ *cross-out if not applicable*

If you are witnessing the statutory declaration in-person and on paper, cross-out these fields. There is no need to initial this alteration.

DECLARED by

.....
[insert full name of declarant]

.....
[signature of declarant /
substitute signatory*]

at
[insert place where declarant is located]

.....
[date]

**Signed for and at the direction of the
declarant by***

.....
[insert full name of substitute signatory]*

Any fields that are marked with an astericks (*) are to be crossed out if they do not apply.

**cross-out if not applicable*

In the presence of:

Insert your full name (including any given names).
This is a requirement of the *Oaths Act 1867*.

.....
[insert full name of witness]

.....
[signature of witness]

Insert your qualification.
Either your seal of office or prescribed mark of office.
This is a requirement of the *Oaths Act 1867*.

.....
[insert type of witness]⁴

.....
[date]

.....
[insert name of law practice / witness's
place of employment]⁵

**cross-out if not applicable*

As a JP or Cdec, there is no requirement for
you to insert the name of your employer.

For special witnesses to complete – Tick as applicable

- I am a **special witness** under the *Oaths Act 1867*.
(see section 12 of the *Oaths Act 1867*)
- This document was made in the form of an electronic document.⁶
- I electronically signed this document.⁷
- This statutory declaration was made, signed and witnessed under part 6A of the *Oaths Act 1867* – I understand the requirements for witnessing a document by audio visual link and have complied with those requirements.⁸

**** IMPORTANT NOTE ****

**PLEASE COMPLETE THE NEXT PAGE TITLED
“HOW THIS DOCUMENT WAS MADE”.
PLEASE ATTACH THIS PAGE TO YOUR STATUTORY DECLARATION.**

The footnotes are to assist in the completion of the form and can be deleted once complete.

¹ Include this statement if you electronically signed the document or if you physically signed the document over audio visual link and then sent a scanned copy of that document to the witness. Cross out if not applicable.

² Include this statement if you or your substitute signatory electronically sign the document using an accepted method under the *Oaths Act 1867*. Cross out if you signed the document on paper.

³ Include this statement if the document was made over audio visual link. Cross out if not applicable.

⁴ Insert the witness's capacity that makes them eligible to witness the statutory declaration, including as a special witness under section 16C or part 6A of the *Oaths Act 1867*. For example, Australian legal practitioner, lawyer, justice of the peace, commissioner for declarations, notary public, a justice of the peace or commissioner for declarations approved by the Chief Executive under section 12(2) of the *Oaths Act 1867*, government legal officer, etc.

⁵ For example, the name of the law practice for the Australian legal practitioner, the name of the government department of the government legal officer, the name of the law practice for a justice of the peace who witnesses documents for a law practice, etc.

⁶ Tick this box if you electronically signed the document or if you physically signed the document and sent a scanned copy of that document to the declarant.

⁷ Tick this box if you electronically sign the document using an accepted method under the *Oaths Act 1867*. Do not include this statement if you signed the document on paper.

⁸ Tick this box if the statutory declaration was made over audio visual link.

HOW THIS DOCUMENT WAS MADE

Please attach this page to your statutory declaration

NOTE: FAILURE TO COMPLETE THIS TABLE DOES NOT INVALIDATE THE DOCUMENT

The signatory (declarant) or substitute signatory must complete this section

SIGNATORY / SUBSTITUTE SIGNATORY to complete	
Who signed this declaration?	
<input type="checkbox"/>	the signatory (declarant)
<input type="checkbox"/>	a substitute signatory
How did the signatory/substitute signatory sign?	
<input type="checkbox"/>	on paper
<input type="checkbox"/>	electronically
How was this declaration witnessed?	
<input type="checkbox"/>	in person
<input type="checkbox"/>	over audio visual link

If the declarant presents this page with their statutory declaration, ensure you and the declarant (or substitute signatory) complete the relevant sections.

The witness must complete this section

WITNESS to complete	
How did you (the witness) sign this document?	
<input type="checkbox"/>	on paper
<input type="checkbox"/>	electronically
What document did you (the witness) sign?	
<input type="checkbox"/>	The same physical (paper) document that was signed in the presence of the signatory/substitute signatory
<input type="checkbox"/>	A copy of the document that was signed by the signatory/substitute signatory (e.g a scanned copy of a paper signed document, a photocopy or printout)
<input type="checkbox"/>	A counterpart of the document (a copy of the document without the signature of the signatory/substitute signatory)
What form of document did you (the witness) sign?	
<input type="checkbox"/>	paper
<input type="checkbox"/>	electronic (tick this if you electronically signed the document or if you physically signed a copy of the document signed by the signatory/substitute signatory and then sent a scanned copy of that document to the signatory or other person)
How was the substitute signatory directed to sign (if applicable)?	
<input type="checkbox"/>	in person by the signatory
<input type="checkbox"/>	over audio visual link by the signatory