



Commonwealth of Australia *Statutory Declarations Act 1959*

Please open this form using Adobe Acrobat Reader. Either type in the fields provided or print this form and complete it using a pen and BLOCK LETTERS.

I, (print full name) .....

of, (residential address) .....

(current occupation) .....

make the following declaration under the *Statutory Declarations Act 1959*:

1. I have read the *Privacy Notice* and I acknowledge that I understand that my personal information will be collected and disclosed by the methods and for the purposes as indicated.
2. I have read the *Consequences for providing false and/or misleading information* section of the *Privacy Notice* and acknowledge that I understand if I give false or misleading information to the Australian Border Force (ABF) I may be subject to adverse administrative action.
3. I have read the information regarding the *National police history check* within the *Privacy Notice* and I acknowledge that I understand that spent convictions legislation (however described) in the Commonwealth and many States and Territories protects 'spent convictions' from disclosure.
4. I understand that, as the ABF is a law enforcement agency, the association with the ABF for which I am being considered may be in a category for which exclusions from spent convictions legislation may apply.
5. I acknowledge that I understand that if I receive an adverse report or assessment, I may not be eligible to obtain a Customs Broker Licence or be otherwise provided with non-public access to the Department of Home Affairs assets.
6. I certify that, to the best of my knowledge, all information I have provided and which I provide in the future to support my application for a Customs Broker Licence is true, accurate and complete.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

**Signature** (of person making the declaration) .....

**Declared at** (place, day, month and year) ..... on ..... of .....

**Before me** (Signature, full name, address and qualification of person before whom the declaration is made)

(Signature) .....

(full name) .....

(address) .....

(qualification) .....

Note 1 A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years – see section 11 of the *Statutory Declarations Act 1959*.

Note 2 Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959* – see section 5A of the *Statutory Declarations Act 1959*.

# Statutory Declaration Requirements

## Requirements for how a Statutory Declaration must be made

The ABF will only accept a statutory declaration if:

- the declaration has been witnessed by an authorised witness in accordance with the relevant legislation;
- the declaration is in the correct format;
- the declaration was signed and witnessed at the same time on the same day;
- the first page of the statutory declaration is dated and initialled at the bottom by both the signatory and the witness; and
- *(If corrections are made)* all corrections are ruled out (no white-out is to be used) and are initialled by both the signatory and the witness.

## Authorised Witnesses before whom a Statutory Declaration can be made

A statutory declaration under the *Statutory Declarations Act 1959* may be made before-

(1) A person who is currently licensed or registered under a law to practise in one of the following occupations:

- Architect
- Chiropractor
- Dentist
- Financial adviser
- Financial Planner
- Legal practitioner
- Medical practitioner
- Midwife
- Migration agent registered under Division 3 of Part 3 of the *Migration Act 1958*
- Nurse
- Occupational Therapist
- Optometrist
- Patent attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Trade marks attorney
- Veterinary surgeon

(2) A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) A person who is in the following list:

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
- Bailiff
- Bank officer with 5 or more continuous years of service
- Building society officer with 5 or more years of continuous service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with 5 or more years of continuous service
- Employee of the Australian Trade Commission who is:
  - in a country or place outside Australia; and
  - authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
  - exercising his or her function in that place
- Employee of the Commonwealth who is:
  - in a country or place outside Australia; and
  - authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and
  - exercising his or her function in that place

- Engineer who is:
  - a member of Engineers Australia, other than at the grade of student; or
  - a Registered Professional Engineer of Professionals Australia; or
  - registered as an engineer under a law of the Commonwealth, a State or Territory; or
  - registered on the National Engineering Register by Engineers Australia
- Fellow of the National Tax Accountants' Association
- Finance company officer with 5 or more years of continuous service
- Holder of a statutory office not specified in another item in this list
- Judge of a court
- Justice of the Peace
- Magistrate
- Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
- Master of a court
- Member of Chartered Secretaries Australia
- Member of the Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence Force who is:
  - an officer; or
  - a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
  - a warrant officer within the meaning of that Act
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Member of:
  - the Parliament of the Commonwealth; or
  - the Parliament of a State; or
  - a Territory legislature; or
  - a local government authority of a State or Territory
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
- Notary public, including a notary public (however described) exercising functions at a place outside:
  - the Commonwealth; or
  - the external Territories of the Commonwealth
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Permanent employee of:
  - the Commonwealth or a Commonwealth authority; or
  - a State or Territory or a State or Territory authority; or
  - a local government authority;
 with 5 or more years of continuous service who is not specified in another item in this list
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Service employee of:
  - the Commonwealth or a Commonwealth authority; or
  - a State or Territory or a State or Territory authority
- Sheriff
- Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution

### **Further Information about Statutory Declarations**

Refer to the **Attorney-General's Department website on Statutory Declarations** for further information.

The website also includes links to the *Statutory Declarations Act 1959* and *Statutory Declarations Regulations 2018*.