

# Application for Exemption to Display Identity Card

Security and Investigations Agents Act 2002

## Fees

visit [www.cbos.tas.gov.au](http://www.cbos.tas.gov.au) for an  
current list of fees

Department of Justice  
Consumer, Building and Occupational Services  
PO Box 56, ROSNY 7018  
Phone: 1300 65 44 99  
Email: [licensing@justice.tas.gov.au](mailto:licensing@justice.tas.gov.au) Web: [www.cbos.tas.gov.au](http://www.cbos.tas.gov.au)

### Part 1 - Agent who is Requesting the Exemption

Surname  Given names  Licence number  Expiry date

Details of the agent requesting the  
exemption.

Business/company name  Business address  Signature \_\_\_\_\_

### Part 2 - Person who exemption is for

Surname  Given names  Licence number  Expiry date

Details of the person the exemption is  
for.

### Part 3 - Reason for Exemption

An exemption is required for the above person for the following reason/s:

Please state the reasons why an  
exemption is required under Section  
27(4).  
If approved, an exemption will only be  
granted until the expiry of a licence.  
When a person re-applies for a licence a  
new exemption will be required.

### Instructions for applying for exemption to display identity card (*Agent Individual and employee licence*)

You must complete all relevant parts of the application and provide all requested documentation before your application will be processed. Applications will be returned if they are not fully completed, which will delay the processing time. Applicants should be aware of their responsibilities under the *Security and Investigations Agents Act 2002*. You can view the legislation and its regulations or download them from [www.legislation.tas.gov.au](http://www.legislation.tas.gov.au) You may also get information at [www.cbos.tas.gov.au](http://www.cbos.tas.gov.au)

### Processing time

Average processing time for a completed application is approximately 5 days. Please allow 14 days from the date of lodgement before enquiring on the progress of an application.

### Licence application fee and lodgement

The full payment of the application fee can be paid as part of your application through [My Licence](#) or at [Service Tasmania](#). You will need to upload this form as part of applying for this exemption. All application fees are GST exempt. **The application fee is not refundable** if your application is refused or withdrawn for any reason. Please read the application carefully and check the requirements before applying.

### Personal information protection statement

In line with the *Personal Information Protection Act 2004*, the Consumer, Building and Occupational Services Division of the Department of Justice, is collecting this information so that it can determine your eligibility to obtain the requested licence. You are required to provide this information by the *Security and Investigations Agents Act 2002*. If you do not provide all of the information requested then your application may not be processed. Your personal information will be used for the primary source for which it is collected and may be disclosed to law enforcement agencies, courts and other organisations authorised to collect it. Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to Consumer, Building and Occupational Services. You may be charged a fee for this service.