

# BUSINESS MEMBERSHIP APPLICATION



Thank you for considering Business Membership of the MLAA

**Please note, processing your application will take approximately 2 weeks.**

Checklist - have you attached the following documents?

Business Name Registration/Certificate of Incorporation NZ	
Security License/Registration for the Business (if applicable)	
Certificate of Currency (Public & Products Liability Insurance)	
Qld Audit Compliance Certificate (if applicable)	
Individual Security Licence/Registration or National Police Check #	
Trade Qualifications #	

# For the Trade Qualified nominee only

Please email this Application Form, together with copies of all the supporting documents to: [national@masterlocksmiths.com.au](mailto:national@masterlocksmiths.com.au)



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## BUSINESS MEMBERSHIP

Have you previously been a Member of the MLAA? If yes, in what capacity? Please circle					
Business	Trade	Associate	Individual	Student	Membership No: ____

## APPLICANT DETAILS

Applicant's Name:		
Business Name Holder:		
Business Name:		
ABN/NZBN:		
Type of Business (eg., Sole Trader, Partnership, etc):		
Street Address:		
Suburb:	State:	Postcode:
Postal Address:		
Preferred Mailing Address: (please ✓) <input type="checkbox"/> Street Address <input type="checkbox"/> Postal Address		
Business Phone:		Mobile:
Email Address: This email address will be used as your main contact for all correspondence including your login to our website, E-News and on our website for "Find a Locksmith"		
Email Address for Accounts: This email address will be used for account related matters, including your renewal notice		
Company Website:		

## NOMINATED TRADE QUALIFIED EMPLOYEE DETAILS

Nominated Employee
Mobile:
Email Address:

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## BUSINESS DETAILS (please ✓)

<input type="checkbox"/> Shop only	<input type="checkbox"/> Mobile Van Only	<input type="checkbox"/> Shop and Van	No. of Vans:					
Number of Staff:	Tradespersons:	Apprentices:	Other:					
Number of years your company has been in business:								
Operating Hours:	<input type="checkbox"/> Business Hours	<input type="checkbox"/> Emergency 24/7						
Do you operate in other states or countries: (please ✓)		<input type="checkbox"/> Yes	<input type="checkbox"/> No					
<input type="checkbox"/> NZ	<input type="checkbox"/> NT	<input type="checkbox"/> WA	<input type="checkbox"/> SA	<input type="checkbox"/> TAS	<input type="checkbox"/> VIC	<input type="checkbox"/> ACT	<input type="checkbox"/> NSW	<input type="checkbox"/> QLD

## SERVICES PROVIDED (please ✓)

<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Automotive
<input type="checkbox"/> Safes Servicing, Repairs & Installations	<input type="checkbox"/> Alarms & CCTV	<input type="checkbox"/> Electronic Access Control
<input type="checkbox"/> Restricted Key Systems		
Members may be contacted by third parties about products and services that have been approved by the Board. If you <b>do not</b> wish to be contacted please tick the box.		

## SECURITY LICENCE / REGISTRATION

For applicants operating in NSW, ACT, VIC, WA & QLD, please provide details of your current business security licence/registration. This is not applicable to Sole Traders operating in QLD.

Licence/Registration Name	Licence/Registration/Card No.	State/Territory	Expiry Date

Have you, your organisation, partner or director in your organisation ever had a security licence revoked or been convicted of a criminal offence?  Yes or  No If yes, please provide a written explanation

## MOTOR VEHICLE REPAIRER'S LICENCE (WA only)

Businesses in Western Australia who perform automotive locksmithing activities that require them to work on a motor vehicle (excluding activities done on the premises such as key cutting, key programming, remote programming, general bench work, etc.) are required to hold a Motor Vehicle Repairer's Licence.

MVR Licence Number	Expiry Date

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## TRADE QUALIFICATIONS

The Trade Qualified Nominee (who may be the business owner and/or applicant) must hold one or more of the following qualifications. Please tick as appropriate.

<input type="checkbox"/> Cert III Locksmithing (AUS)	<input type="checkbox"/> Cert IV Locksmithing (NZ)
<input type="checkbox"/> MLAA Trade Test	<input type="checkbox"/> RPL/APL Certificate

## INDIVIDUAL SECURITY LICENCE/REGISTRATION

The Trade Qualified Nominee for applicants from NSW, ACT, VIC, WA & QLD must hold an Individual Security Licence/Registration.

Licence/Registration Name	Licence/Registration/Card No.	State/Territory	Expiry Date

## NATIONAL POLICE CERTIFICATE

The Trade Qualified Nominee for applicants from SA, NT, TAS and New Zealand must hold a current National Police Certificate.

Reference No.	Date of Issue	Expiry Date

## SCEC APPROVED LOCKSMITHS

Security Construction and Equipment Committee (SCEC) Approved Locksmiths maintain mechanical and digital locks fitted to SCEC approved containers. SCEC Approved Locksmiths are recommended by SCEC to install locks and associated hardware in PSPF Security Zones 4 and 5.

Does the business employ a SCEC Approved Locksmith? <input type="checkbox"/> Yes or <input type="checkbox"/> No
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## QLD SECURITY FIRM LICENCE AUDIT

If you hold a Security Firm Licence in Queensland, you are required to complete a Security Firm Licence Audit once every 3 years. If your business has been in operation for over 3 years, please provide details of your last audit.

Company that completed your Audit	
Date Audit was completed	

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## PUBLIC & PRODUCTS LIABILITY INSURANCE

Business Members are required to hold Public & Products Liability insurance to the level determined by the Board. The current level of cover required is \$20 million (Australia) and \$5 million (New Zealand). The MLAA has preferred insurance partners, however, new and existing Business Members are free to use the insurer or broker of their choice.

Name of Insurance Company/Broker:
Level of Public & Products Liability cover:

## SUPPORT FOR THE APPLICATION

Applications for Business Membership **must** have the support of **two current Business Members**.

<b>1<sup>ST</sup> Referee</b>	
Name:	
Business Name:	
Contact Phone Number:	
Email:	

<b>2nd Referee</b>	
Name:	
Business Name:	
Contact Phone Number:	
Email:	

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## MEMBERSHIP FEE STRUCTURE

Membership Category	Applications Approved during the period July to December	Applications Approved during the period January to June
Business – Australia	<input type="checkbox"/> 660.00 inc. GST	<input type="checkbox"/> 330.00 inc. GST
Business – New Zealand	<input type="checkbox"/> 600.00 no GST	<input type="checkbox"/> 300.00 no GST

## PAYMENT DETAILS

I authorise payment of \$		
Cardholder Name		
Card Number	Visa	Master Card
Expiry Date	/	CSV

Please note, payment will be processed **once** you have been notified (via email) that your application for Business Membership has been successful.

**A tax invoice will be sent with your Welcome Pack**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_