

Form Number 27 (Version 3)

Queensland Civil and Administrative Tribunal Act 2009 (section 33)

Application for debt recovery proceeding – Queensland Building and Construction Commission Act 1991

Refer to attached instructions prior to
filling out this form.

For office use onlyCase number: Date filed: Registry: **PART A APPLICANT'S DETAILS****Applicant: Queensland Building and Construction Commission****Address**

<input type="text"/>		
<input type="text"/>	Postcode	<input type="text"/>

Contacts ()*Preferred phone number* ()*Alternative number**Email***WARNING TO RESPONDENT/S**

If you dispute this application you must file a formal response within **FOURTEEN (14) days** from the date you are given a copy of this application. To file a formal response refer to Form 36 - Response and/or counter-application.

The Queensland Building and Construction Commission is seeking to recover a debt from you. If you choose not to respond to this application within 14 days the tribunal may grant the orders sought by the applicant, which will include the payment of an amount of money, without further notice to you.

PART A APPLICANT'S DETAILS

REPRESENTATIVE'S DETAILS *(if applicable)*

- Tick if you want this to be your address for notices
- Tick if you want your representative to represent you in proceedings before the tribunal

Name

Company/Partnership/other

 ABN

Business Name

Address

 Postcode

Contacts

 () ()

Preferred phone number

Alternative number

Email

PART A RESPONDENT'S DETAILS

Name

Address

 Postcode

Contacts

 () ()

Preferred phone number

Alternative number

Email

PART A RESPONDENT'S DETAILS (continued)

Representative's details (if known)

Name

Company/Partnership/other

ABN

Address

Postcode

Contacts

Preferred phone number

Alternative number

Email

Respondent is (please tick)

Building contractor

licensed

QBCC licence number

not licensed

owner

other (please specify)

PART B DISPUTE DETAILS

The Queensland Building and Construction Commission applies to the tribunal to recover a debt as follows (please tick appropriate box):

payment of an amount owing

\$

other (please specify)

PART D CHECKLIST AND SIGNATURE

- I have completed all questions on the application form according to the instructions
- I have provided the correct number of copies of the application form and attachments (for the number of copies required – see the instructions)
- I am ready to proceed with this application

INTERPRETER

Is an interpreter required? *The assistance of an interpreter is subject to approval by the tribunal.*

- Yes No

If YES, please specify language

WARNING

Section 216 of the *Queensland Civil and Administrative Tribunal Act 2009* makes it an offence for a person to knowingly give the registry documents containing false or misleading information.

Maximum penalty for such an offence – 100 penalty units.

SIGN AND DATE HERE

The information in this application is true to the best of my knowledge.

Applicant's sign here

Date

Instructions for completing**Application for debt recovery proceeding –
Queensland Building and Construction Commission Act 1991****General instructions**

This form is for use only by the Queensland Building and Construction Commission (QBCC) to make an application under section 71 of the *Queensland Building and Construction Commission Act 1991*.

PART A APPLICANT'S AND RESPONDENT'S DETAILS

- Your address will be the address at which documents are given or sent to you, unless you indicate your representative's address as your address for notices.
- Any change in your address for notices must be filed in the tribunal and served on all other parties.

Representative's details

You may be represented in these proceedings pursuant to the *Queensland Building and Construction Commission Act 1991*. Complete the representative's details if you wish to be represented in these proceedings.

If you want a representative's address as the address for notices, please complete the details and tick the box.

PART B DISPUTE DETAILS

Please tick the relevant boxes and provide details.

PART C DETAILS OF WHAT YOU SEEK FROM THE TRIBUNAL

Provide details of what orders you want the tribunal to make and why.

Copies of the application and providing copies to other parties

The application form and all attachments must be accompanied by three copies. Where there is more than one respondent, an extra copy of the application form and attachments is required for each additional respondent.

Generally, you must give a copy of the application to all parties to the proceeding as soon as practicable, and no later than seven days after the application is filed.

Instructions for completing *(continued)*

Responses and default decisions

The respondent may file a response to this application within **14 days** of receiving this application. To file a response the respondent must file a [Form 36 - Response and/or Counter-application](#).

If the respondent does not file a response within 14 days, QBCC may apply to the tribunal for a default decision to make the orders sought in this application. An application to the tribunal for a default decision must include:

- evidence that the respondent has been properly served with a copy of this application; and
- supporting documents for the orders sought in this application.

If no response is filed by the respondent within 14 days and an application for a default decision is made by the applicant then the tribunal may grant the orders sought by the applicant, which will include the payment of an amount of money, without further notice to the respondent.

For more information and application forms visit www.qcat.qld.gov.au or contact QCAT on 1300 753 228.

Applications may be lodged

In person: QCAT, Level 9, 259 Queen Street, Brisbane QLD 4000, or at any Magistrates Court outside of the Brisbane CBD.

By post: QCAT, GPO Box 1639, Brisbane 4001
If you are posting your original application and copies to QCAT, you must include a stamped self-addressed A4 envelope with your application. The tribunal will return sealed copies to you, at the address you provide.

Your information

QCAT collects your contact details for the purposes of compliance with the *Queensland Civil and Administrative Tribunal Act 2009* in relation to proceedings in QCAT. QCAT may contact you to seek your assistance in research to assist in the evaluation of the operation of QCAT. You are not obliged to participate in feedback or surveys. If you do participate no identifying particulars will be published. QCAT will not disclose your contact details or any other personal information to a third party unless required by law.