

Contact: **Miriama Philip**
QBCC Office: **Brisbane**
Telephone: **139 333**
Fax: **0732475674**

Our Ref: **1153012**

27 May 2020

Matthew John Hart
71 NORTH ST
WOORIM QLD 4507

Dear Mr Hart

LICENCE APPLICATION

Thank you for your application for a QBCC licence. I am happy to advise your application has been approved in the following licence classes:

Carpentry {Trade Contractor Licence}

I have attached information for each of the approved classes setting out the scope of work covered. If you feel the licence issued does not cover the work you want to undertake, please notify QBCC within 14 days.

Your licence number is **1153012**.

Based on your notified Net Tangible Assets of **\$12,000.00** your Maximum Revenue for your financial year will be **\$200,000.00**.

For information on your obligation to comply with the minimum financial requirements including annual reporting responsibilities, see the QBCC website www.qbcc.qld.gov.au.

Your annual reporting day for providing financial information to the QBCC under the minimum financial requirements has been set at 31 December each year, commencing 2020. You may apply to the QBCC to change your annual reporting day.

Your new licence card, and certificate if you requested one, will be sent to you shortly. If you have not received your new card or certificate within one month please contact QBCC.

Please contact QBCC on 139 333 if you have any questions.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M. Philip', written in a cursive style.

Miriama Philip
A/ Senior Licensing Officer

Congratulations on obtaining your QBCC licence

I'd like to warmly welcome you to QBCC. On behalf of all QBCC staff, we hope this is the beginning of a strong and mutually beneficial relationship.

I've asked my team to put together the attached important information for you about your new licence. Our website www.qbcc.qld.gov.au also contains a wide range of information under 'Contractors' where you'll find forms, fact sheets, publications, blogs and other useful resources.

Here are 3 important steps to help you get the most out of your QBCC licence:

1. Register for myQBCC– 24/7 access to our services – go to www.qbcc.qld.gov.au

MyQBCC is our online portal - you can submit an enquiry, update your details, purchase Home Warranty Insurance and submit Notifiable Work. List your details in our free Find a Local Contractor directory so that home owners can find you easily.

2. Find out how to get paid quickly

If you're starting a business, we want to do all we can to help you succeed. You can avoid payment disputes by keeping proper records of your jobs and issuing and paying invoices on time. **Learn more here:** <https://www.qbcc.qld.gov.au/blog/industry-today/getting-paid-now-easier>

3. Understand industry standards for quality of work

Our Standards & Tolerances Guide brings together general building standards and tolerances into one, easy to read document. You can use this guide to check your work is meeting industry standards. **Learn more here:**

https://www.qbcc.qld.gov.au/sites/default/files/Standards_and_Tolerances_Guide_0.pdf

QUESTIONS



Visit your local
QBCC office



www.qbcc.qld.gov.au



139 333

Yours sincerely



Brett Bassett
Commissioner
Queensland Building and Construction Commission

CARPENTRY

Scope of work

- (1) Construct and erect timber and steel wall framing and roof structures.
- (2) Construct and erect non-load bearing internal partition walls.
- (3) Install windows and doors including framing.
- (4) Erect ceiling and subfloor framing.
- (5) Install timber and sheet flooring.
- (6) Install exterior cladding, fascias and soffits.
- (7) Install metal roofing.
- (8) Construct timber stairs.
- (9) Fix internal linings, panelling and mouldings.
- (10) Install door and window locks and furniture.
- (11) Restore and renovate doors, windows and frames.
- (12) Install fitments.
- (13) Concreting to simple forms, including install formwork, reinforcement and concrete.
- (14) Erect and strip formwork, including slip form and jump form formwork.
- (15) Incidental work of another class.
- (16) In this section—
door includes a fire door or a fire shutter

Technical qualifications

The technical qualifications stated in the technical qualifications document for the licence class applied for.

Managerial qualifications

An approved managerial qualification.

Financial requirements

The relevant financial requirements in the board's policies.

1 st Introduced	1/9/03
Scope Amendment	18/09/08
Technical Amendment	26/10/07 31/03/10 1/4/16
Managerial Amendment	29/05/09
Experience Amendment	1/4/16