

Biz Secure 2022 Cluster Business Application Form

Form Preview

Business Details

* indicates a required field

The Biz-Secure Program ("Program") is intended to support Territory businesses to enhance the security of their premises against the risk of break-in. This initiative will also support the safety and security improvement sectors by requiring that businesses use other local businesses to carry out improvement works.

Important notes before you start

Cluster Business means a group of businesses which all operate from the same Premises (or if more than one Premises, then all Premises are in the immediate vicinity of each other) and the group contains at least two Eligible Recipients.

All Eligible Recipients within the Cluster Business must have one owner or be managed by one body corporate.

Eligible Recipient means a Territory Enterprise that:

- is a Territory Enterprise (either a for-profit or not-for-profit business); and
- is a legal entity (including a sole trader or partnership) trading under a business name registered in the NT that held and continues to hold a valid Australian Business Number (ABN); and
- is physically located in the Northern Territory, and
- services its customers or clientele from a shopfront premises or has at least one external publicly accessible entry/ exit point, and
- offers goods and/ or services to the public (and, in the case of a not-for-profit business enterprise it is a Not-for-Profit Organisation), and
- has no more than 100 persons engaged by the business (including any controlling entity/ies and including full-time and part-time proprietors and employees, including contract employees), and
- is an incorporated/ registered business, and
- holds a valid ABN in respect of the business, and
- if is a Not-for-Profit Organisation, is compliant and up to date with its legal obligations, and
- is not an Excluded Recipient.

Please refer to the [Terms and Conditions](#) for full details.

Applications received without all required documents will delay the assessment of your application.

You can save this application and come back to it at any time. You do not need to complete the form all at once.

Are you eligible?

The businesses part of the cluster under this application are Eligible Recipients as defined under the Program Terms and Conditions *

☐ Yes

☐ No - ineligible

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All the Cluster Business premises are owned by a single landlord or are under a single body corporate *

- ☐ Yes ☐ No

Are you applying for a cluster that includes at least 2 Eligible Recipients? *

- ☐ Yes ☐ No - ineligible

To be eligible, you must have 2 or more associated businesses included in the Cluster

Do the Eligible Recipients service their customers from a shopfront premises? *

- ☐ Yes ☐ No - ineligible

Do the Eligible Recipients have at least one external publicly accessible entry/exit point? *

- ☐ Yes ☐ No - ineligible

Do you and the eligible recipients consent to the business/ organisation information being shared between/ with relevant NT Government and external agencies/ advisers/ bodies for the purposes of ascertaining and validating eligibility under this program *

- ☐ Yes ☐ No - ineligible

Monitoring and evaluation of Biz Secure

These questions are for research and evaluation purposes only.

How did you hear about the Business Security Assistance Program *

- | | | |
|---|--|--|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> TV | <input type="checkbox"/> Friend/ family/ acquaintance |
| <input type="checkbox"/> Social media | <input type="checkbox"/> Radio | <input type="checkbox"/> Information from Security Auditor |
| <input type="checkbox"/> Internet search engine | <input type="checkbox"/> Press Release/ Announcement | <input type="checkbox"/> Other: <input type="text"/> |

Business/ organisation outlook: in the next 12 months, I expect business conditions to *

In the last 12 months, have one or more of your cluster businesses been the subject of break-in(s)? *

- ☐ Yes ☐ No

How many times? *

- ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

Estimated value of damage *

\$

Must be a dollar amount.

Application details

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The premises of all businesses participating in this cluster application must be either owned by a single landlord or be part of a body corporate.

Who are you applying as: *

Cluster Representative

This will be the business acting on behalf of the cluster businesses and is responsible for the application.

If approved under the program, this is who the vouchers will be issued to.

Are you an Aboriginal or Torres Strait Islander enterprise? *

☐ Yes

☐ No

Legal Entity Name/ Trustee Name/ Organisation Name *

Organisation Name

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Can be the same as legal entity name

Legal Entity Type *

☐ Company

☐ Sole Trader

☐ Trust

☐ Partnership

☐ Not-for-Profit Organisation

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

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Office Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Business contact details

Phone Number *

Include area code if a landline. Must contain 10 characters eg 0889995511

Email *

Preferred email address for all written correspondence. If approved your voucher/s will be sent to this address

Application contact person details

The Department will use the below details to make contact with you, should we require anything further.

Full name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position *

Must be the owner, director, partner or chairperson of the Board

Phone Number *

Must be an Australian phone number.

Alternate Phone Number

Must be an Australian phone number.

Email *

Must be an email address.

Trust Deed

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If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd as trustee for ABC Family Trust

or

John Smith as trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Landlord approval to participate

Body Corporate, Unit Plan, Property Manager or Participating Business applicants must provide minutes of meeting approving Biz Secure application and security improvement works

Applications received without valid documents may not be eligible.

Evidence of landlord approval *

Attach a file:

Eg. Minutes of meeting or other relevant evidence.

Landlord Details

*** indicates a required field**

Are you an Aboriginal or Torres Strait Islander enterprise? *

☐ Yes

☐ No

Legal Entity Name/ Trustee Name/ Organisation Name *

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Organisation Name

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/ e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Legal Entity Type *

☐ Company ☐ Sole Trader ☐ Trust ☐ Partnership ☐ Not-for-Profit Organisation

If your entity is a trust you will need to provide a copy of the trust deed

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Office Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Phone Number *

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Must be an Australian phone number.

Landlord contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd as trustee for ABC Family Trust

or

John Smith as trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

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Participating Eligible Recipient Details

* indicates a required field

Cluster details

Please nominate all the businesses/ organisations that are included in this application.
Full Details will need to be provided for each so that we can assess eligibility.

Main street address of cluster (where all businesses are located) *

Address

Provide the actual street address of where all businesses are located. This MUST not be residential

How many businesses are part of this cluster application? *

To be eligible, you must have 2 or more associated businesses included in the Cluster

Participating Eligible Recipient 1

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company ☐ Partnership ☐ Sole Trader ☐ Trust ☐ Not-for-Profit Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	

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Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type [More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner

☐ I am the tenant

Website

Must be a URL.

Participating Eligible Recipient 1 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Participating Eligible Recipient 1 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

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Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 1 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 1 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Participating Eligible Recipient 2

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company

☐ Partnership

☐ Sole Trader

☐ Trust

☐ Not-for-Profit
Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register

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ABN
Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type More information
ACNC Registration
Tax Concessions
Main business location

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner

☐ I am the tenant

Website

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Must be a URL.

Participating Eligible Recipient 2 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

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Participating Eligible Recipient 2 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

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Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 2 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 2 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Participating Eligible Recipient 3

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company

☐ Partnership

☐ Sole Trader

☐ Trust

☐ Not-for-Profit
Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

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The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner

☐ I am the tenant

Website

Must be a URL.

Participating Eligible Recipient 3 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

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Participating Eligible Recipient 3 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 3 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 3 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Participating Eligible Recipient 4

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

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☐ Company ☐ Partnership ☐ Sole Trader ☐ Trust ☐ Not-for-Profit Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner ☐ I am the tenant

Website

Must be a URL.

Participating Eligible Recipient 4 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

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Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Participating Eligible Recipient 4 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 4 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 4 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Participating Eligible Recipient 5

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/ e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

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Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company ☐ Partnership ☐ Sole Trader ☐ Trust ☐ Not-for-Profit Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner ☐ I am the tenant

Website

Must be a URL.

Participating Eligible Recipient 5 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

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Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Participating Eligible Recipient 5 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 5 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 5 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Participating Eligible Recipient 6

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Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/ e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company ☐ Partnership ☐ Sole Trader ☐ Trust ☐ Not-for-Profit Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner ☐ I am the tenant

Website

Must be a URL.

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Participating Eligible Recipient 6 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Participating Eligible Recipient 6 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 6 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 6 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

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Email *

Must be an email address.

Participating Eligible Recipient 7

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company ☐ Partnership ☐ Sole Trader ☐ Trust ☐ Not-for-Profit Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Physical Business Address *

Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

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☐ I am the owner

☐ I am the tenant

Website

Must be a URL.

Participating Eligible Recipient 7 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Participating Eligible Recipient 7 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 7 - lease agreement

Upload current signed lease agreement *

Attach a file:

Participating Eligible Recipient 7 - contact details

Full name *

Title

First Name

Last Name

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Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Participating Eligible Recipient 8

Legal Entity Name/ Trustee Name/ Organisation Name *

Legal entity name (not trading name). If your entity is a trust, you must provide the trustee's details i/e XYZ Pty Ltd ATF XYZ family trust and include a copy of the trust deed.

Business Trading Name *

Organisation Name

Legal Entity Type *

☐ Company ☐ Partnership ☐ Sole Trader ☐ Trust ☐ Not-for-Profit Organisation

if your entity is a trust or not for profit organisation you will need to upload additional documents below

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Physical Business Address *

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Address

Must include shop/ office or unit numbers

Do you own the premises or are you a tenant with a lease agreement? *

☐ I am the owner

☐ I am the tenant

Website

Must be a URL.

Participating Eligible Recipient 8 - Trust Deed

If your Legal Entity is a **Trust**, you will need to upload a copy of the Trust Deed to provide confirmation of who your Trustee is.

Legal Entity name in the Business details section should be written as;

ABC Pty Ltd the trustee for ABC Family Trust

or

John Smith the trustee for ABC Family Trust

Please contact your accountant if you are unsure.

Upload copy of Trust Deed *

Attach a file:

Participating Eligible Recipient 8 - approval to participate

Not-for-Profit Organisation's must be up to date with legal obligations (AGM, annual return, etc.). Your application will not be assessed until it is compliant.

Has the Board authorised participation in the program as well as works and co-contribution? *

☐ Yes

☐ No - ineligible

Upload evidence of approval by the Board *

Attach a file:

Participating Eligible Recipient 8 - lease agreement

Upload current signed lease agreement *

Attach a file:

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Participating Eligible Recipient 8 - contact details

Full name *

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Security Audit & Improvement Works 1

* indicates a required field

Eligible works There are two categories of eligible works (1) Standard Improvement Works and (2) Non-standard Improvement works. If you are approved for eligible works, a voucher will be issued.

Non-standard improvement works If you are applying for works that are not standard improvement works (see below) and an audit has not been conducted on the premises in the last 18 months, you are required to apply for a security audit under the [Business Security and Safety Audit Program](#). You can apply for your audit online through the [GrantsNT website](#).

Once the security audit has been completed, you can then seek quotes from a [registered security supplier](#) and apply for a voucher to carry out the non-standard works.

The co-contribution for eligible works with a security audit for individual businesses and cluster applications is 50:50.

Standard improvement works To enable businesses to carry out physical security improvement jobs more quickly, there is a list of pre-approved standard improvements that can be funded without the need for a security audit.

If you are eligible, the following standard improvement works do not require a security audit:

- Access door repairs
- Access door replacement with heavy-duty, secure alternatives
- Bollards
- Glass replacement with secure alternatives
- Lock works and hardware
- Lockable Fencing
- Roller shutters and associated works
- Security Screens
- Window replacement with more secure alternatives

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If you are only intending to carry out standard improvement works, seek a quote from a registered security supplier and apply for a voucher to carry out the works.

The co-contribution for standard improvement works for individual businesses and cluster applications is 25:75 (business:government).

Important: This application allows you to apply for your first voucher. For subsequent works, additional forms will be made available to you.

What are you applying for? (You can choose one of the following) *

- ☐ Standard improvement works only (as defined above); or
- ☐ Security audit (the recommendations in the audit report will determine the works you can apply for); or
- ☐ Your security audit has been completed in the last 18 months and you are applying for works in line with the report

Security Audit

Important note:

All non-standard works applications require a security audit that is under 18 months old.

To apply for a security audit go to the [Business Security and Safety Audit Program](#).

Once you have your security audit you can then apply for non-standards works under the Biz Secure program.

Upload the Security Audit Report *

Attach a file:

Works 1 Application

The maximum grant amount is \$50,000. For details, refer to the terms and conditions.

Co-Contribution

- Standard Improvement Works or other works resulting from a Security Audit that physically fortify the business premises - 75% (Department) - 25% (Eligible Recipient) up to the maximum grant amount.
- All other vouchers will be issued for Eligible Works on a dollar-for-dollar co-contribution basis (50% - 50%) up to the maximum grant amount.

Important: You can only upload 1 quotation for one or more works from the lists below

Select the standard improvements for works 1 *

- | | |
|---|---|
| <input type="checkbox"/> Access door repairs | <input type="checkbox"/> Lock works and hardware |
| <input type="checkbox"/> Access door replacement with heavy-duty, secure alternatives | <input type="checkbox"/> Roller shutters and associated works |
| <input type="checkbox"/> Bollards | <input type="checkbox"/> Security screens |

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- ☐ Glass replacement with secure alternatives ☐ Window replacement with more secure alternatives
- ☐ Lockable Fencing ☐ None
- You can select more than one.

Select the security improvements for works 1 *

- ☐ CCTV ☐ Other
- ☐ Alarm systems ☐ None
- ☐ Securing stock of alcohol

If 'Other' works are selected, you MUST specify type of works in the box provided

Provide a short description of the other security improvements *

Word count:
Must be no more than 100 words.

CCTV

Attach CCTV plan *

Attach a file:

Alarm systems

Attach a current floor plan *

Attach a file:

Securing stock of alcohol

Attach a copy of your current liquor licence *

Attach a file:

Attach a current floor plan showing the locations of all liquor stocks on the premises *

Attach a file:

Building Works - Important information

Applicants should note that if a building permit for the works is required by law, the recipient must obtain such permit and ensure the works are carried out strictly in accordance with its terms. You may need a building permit for renovations, alterations and

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extensions. An example of works that may require a building permit is the installation of roller shutters, windows, walls etc.

Refer to clause 6.2 of the [Terms and Conditions](#) for further information.

Is a building permit required for the works? (eg. installation of roller shutters, windows and walls) *

☐ Yes ☐ No

Engagement of a building certifier

Where the Eligible Works comprise or include building works, the Eligible Recipient must submit with its application:

- Quotations from Eligible Service Providers; and
- Evidence that the Eligible Recipient has engaged a building certifier (which may be in the form of an email or letter from the building certifier).

Building Certifiers are required to be registered in the Northern Territory. To check if your building certifier is registered, please visit the Builders Practitioners Board <http://www.ntlis.nt.gov.au/building-practitioners/>

I have engaged a registered building certifier in the Northern Territory, and it has been confirmed that the proposed works will comply with the requirements under the Building Act (NT). *

☐ Yes ☐ No

Upload evidence of engagement of a registered building certifier in the Northern Territory *

Attach a file:

Applicants should note if a building permit for the Eligible Works is required by law, the Eligible Recipient must obtain such permit and ensure the Eligible Works are carried out strictly in accordance with its terms.

Important: You will be required to provide a copy of the building certification upon completion of the eligible works.

Works 1 Quotation

Works subtotal (excl. GST)	GST amount	Works total (incl. GST)
	If the nominated business is not registered for GST, put \$0	This number/amount is calculated.

Are there rebates or other financial incentives included in the quote? *

☐ Yes ☐ No

This can be solar rebates, government grants, etc.

Quotation number *

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Include business quotation number

Is the supplied quotation itemised by type of works and show the labour component separately? *

- ☐ Yes
- ☐ No - please source a compliant quotation before submitting

Attach itemised quotation *

Attach a file:

A maximum of 1 file may be attached.

The quotation must have the correct business details and be fully itemised.

Nominated Service Provider

* indicates a required field

Nominated Service Provider for works 1 *

Organisation Name

Nominated Service Provider ABN (refer to your quotation) *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

You are able to obtain their ABN from their quotation

Nominated Service Provider Business Address *

Address

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Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Nominated Service Provider Phone Number *

Must be an Australian phone number.

Nominated Service Provider Email Address *

Must be an email address.

Declaration

* indicates a required field

Unattested Declaration under the Oaths, Affidavits and Declarations Act

I (insert full name) *

Must be the Principal of the Business

solemnly and sincerely declare

- I have read, understood and agree to comply with the [Terms and Conditions](#) of the Business Security Assistance Program ("Biz Secure"/ "Program"); and
- I have read, understood and agree to the Privacy Statement below; and
- I understand and accept that Biz Secure is a **time-limited program**, that my application is **subject to funding** availability and that it may not be approved should there be no further funding available; and
- No offer of cashback or any other benefit (whether monetary or not) has been made to me, my business or any related third party as a condition of acceptance of a quotation given to the business/ organisation during the course of the Program; and
- The businesses/ organisation that are part of this application are Eligible Recipients as per the [Terms and Conditions](#); and
- No security audit or improvement works will commence/ have commenced before my application has been approved and a voucher issued to me by the Department; and
- I understand some business/ organisation and contact information that I give to the Department as part of this application may be listed publicly and I acknowledge the disclaimer regarding how the information I provide will be stored and used; and
- My business/ organisation meets and will continue to meet all its legal obligations throughout the Program; and
- By completing this declaration I confirm that my business is not under external administration or in liquidation, is not insolvent and I have no reason to believe that it will become insolvent during the course of the program; and
- My business/ organisation is not currently being investigated by any law enforcement agency for fraud, NT Worksafe or Licensing NT non-compliance; and

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- I understand and agree that the Department will conduct any due diligence it deems necessary to ascertain that my business/ organisation is an Eligible Recipient as defined in the [Terms and Conditions](#), including but not limited to site and spot audits; and
- I will advise the Department immediately if any details relating to my business/ organisation changes during the course of the Program; and
- I am a Principal of the Business/ organisation and I am duly authorised to make this Declaration

This declaration is true and I know that it is an offence to make a declaration that is false in any material particular. *

☐ (Yes)

Declaration made in *

place, eg. Darwin

Name *

Title

First Name

Last Name

Must be the Principal of the Business

Date of birth *

Position held *

Director/ Owner/ NFPO organisation office bearer

Date of declaration *

Privacy Statement

The information you provide in this application is necessary to determine the suitability of your organisation for Northern Territory Government grant funding and will be used for this purpose and other purposes outlined below. If you do not provide the requested details, we may not be able to process your application.

If your organisation's application is successful, the Northern Territory Government will make details of the grant funding available to the general public. By signing this application form you consent to your personal information being provided to other Northern Territory Government agencies and the public for this purpose and for the purpose of reporting the outcomes of the grant funding. You can access, correct and update the personal information you provide to the Northern Territory Government by contacting the Department on 1800 193 111 or emailing bizsecure@nt.gov.au.

To read the Department's policy on the collection, use, disclosure and protection of personal information collected please go to <https://industry.nt.gov.au/publications/business/policies/privacy-policy>

