

Biz Secure Individual Business Application Form

Form Preview

Are you eligible?

* 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-ins. This initiative will also support the safety and security improvement sectors by requiring that businesses use other local businesses to carry out improvement works.

If you are found eligible, the NT Government will continue to pay for the cost of the security audit; however, **you will be required to co-contribute to the cost of security improvement works on a dollar-for-dollar basis**. the NT Government's contribution for improvement works is capped at \$8000.

Important notes before you start

Eligible Recipient means a Territory Enterprise that:

- is either:
 - duly incorporated under an Act of the Northern Territory or the Commonwealth, or
 - a sole trader or partnership operating pursuant to a Northern Territory registered Business Name, 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 it is a Not-for-Profit Organisation, is compliant and up to date with its legal obligations, and
- is not an Excluded Recipient

The Department will in its absolute discretion ascertain and decide whether an applicant is eligible under this Program.

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

You will be in breach of the terms and conditions if you submit this application on behalf of anyone other than your own business/ organisation. Applications submitted on behalf of other entities/ parties will be declined.

Are you eligible?

I am an Eligible Recipient as defined under the Program Terms and Conditions *

Yes

No - ineligible - do not continue

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This application is not submitted by anyone other than myself as the Eligible Recipient *

- Yes No - ineligible - do not continue

Do you service your customers or clientele from a shopfront premises? *

- Yes No

Do you have at least one external publicly accessible entry/ exit point? *

- Yes No

I consent to my personal information being shared between/ with relevant NT Government and external agencies/ advisers/ bodies for the purposes of ascertaining and validating my eligibility under this program *

- Yes No - ineligible - do not continue

Monitoring and evaluation of the Business Security Assistance Program

These questions are for research and evaluation purposes only. Your answers are not used as part of your registration and will remain confidential.

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 *

Application Process

Step 1 Mandatory Security Audit: Apply to confirm business eligibility and receive a voucher for the Mandatory Security Audit

Step 2 Security Improvement Works: Once the Security Audit has been completed and you have received the Audit Report, please:

- Contact us at bizsecure@nt.gov.au and let us know how many works you wish to apply for. We will add on more forms to your application so you can submit your quotations.
- On this improvement works application form, submit your audit report and apply for improvement works 1.
- Click Submit on the final page marked "Submit and Review". (You can use the left hand navigation bar to shortcut to the final page)

Maximum Eligible Grant (Voucher) Amount for an Individual Business means the sum of \$10,000 (exclusive of GST) made up as follows:

- \$2,000 in contribution towards the cost of the mandatory Security Audit, and

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- up to \$8,000 in contribution towards the cost of up to four Contracts for Eligible Works (in addition to the mandatory Security Audit) on a dollar-for-dollar matching basis as per [terms and conditions](#).

Minimum Eligible Grant (Voucher) Amount means the sum of \$500 for an Individual Business.

Applicant details

Please select what you are applying as: *

- Business Not-for-Profit Organisation

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 a Trust, you must give the name of the Trustee of the Trust and attach a copy of the entire trust deed further below in this application form

Business Trading Name *

Can be the same as legal entity name

Legal Entity Type *

- Company Sole Trader Trust Partnership

If your entity is a trust you will need to provide details of who the trustee is

Incorporation Number

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)

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DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

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:

Approval to participate

Important note: if your organisation is not up to date with its legal obligations (AGM, annual return, etc.), your application will not be assessed until it is compliant.

Provide minutes of meeting approving Biz Secure application and security improvement works

Applications received without valid documents may not be eligible.

Has the Board authorised works and co-contribution?

Yes

No - ineligible

Evidence of approval by Board *

Attach a file:

Eg. Minutes of meeting or other relevant evidence.

Business contact details

Phone Number *

Please provide a phone number you can be contacted on if required. Include area code if a landline. Must contain 10 characters eg 0889995511

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Email *

Please enter your preferred email address for all written correspondence, if approved your voucher/s will be sent here.

Website

Must be a URL.

Principal of the business contact details

Must be the principal of the business's contact details (owner, director, partner, chairperson of the Board). The Department will use the below details to make contact with you, should we require anything further.

Full name *

Title

First Name

Last Name

Position *

Phone number *

Include area code if a landline

Alternate phone number

Optional

Email *

Must be an email address.

Eligible premises details

The eligible premises address MUST include shop/ office or unit numbers where applicable

Eligible premises address *

Address

The eligible premises address MUST include shop/ office or unit numbers where applicable

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

I am the owner

I am a tenant

Evidence of ownership

Applications received without valid evidence may not be eligible

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Do you have evidence of ownership? *

- Yes
Eg. rates notice etc.
- No

Upload proof of ownership *

Attach a file:

Lease agreement

Applications received without valid documents may not be eligible

Upload lease agreement *

Attach a file:

Does your lease agreement state that you are allowed to carry out works to the premises (Landlord's permission)? *

- Yes No
- If you answer 'no', you will need to upload your landlord's formal approval of the works.

Upload formal approval from the landlord to carry out works on the premises *

Attach a file:

Request for a Security Audit

* indicates a required field

Nominating a Security Auditor

Registered security audit contractor details are available at bizsecure.nt.gov.au.

If you are nominating a security audit contractor, please enter their details below.

If you do not wish to nominate an auditor, select 'No' and we will nominate an auditor on your behalf.

Are you nominating a security auditor? *

- Yes, I would like to nominate a security auditor
 No, please nominate a security auditor for my business

Security Audit Contractor Details

Nominated Security Auditor Business Name *

Organisation Name

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Nominated Security Auditor 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.

Nominated Security Auditor Primary Address *

Address

Nominated Security Auditor Phone Number *

Must be an Australian phone number.

Nominated Security Auditor Email *

Must be an email address.

Step 1 Security Audit Declaration

* indicates a required field

Unattested Declaration under the Oaths, Affidavits and Declarations Act

I (insert full name) *

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solemnly and sincerely declare

- I am not submitting this application on behalf of another business/ organisation
- I have read, understood and agree to comply with the [Terms and Conditions](#) of the Business Security Assistance Program ("Biz Secure"/ "Program")
- I have read, understood and agree to the [Privacy Statement](#)
- 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 for works undertaken on the premises during the course of the Program
- My Business/ organisation is an Eligible Recipient as per the [Terms and Conditions](#)
- My Business/ organisation is operating in the Northern Territory
- My Business/ organisation engages no more than 100 people
- I agree that the security audit must not commence until my application has been approved and a voucher issued by the Department
- I understand that the security audit must be completed within 1 month of date of issue of the voucher
- I understand the processes contained in the [Terms and Conditions](#), including the Northern Territory Government's 20-day payment terms, which may vary around public holidays, End of Financial Year and other shut-down periods
- I understand the dispute resolution processes and agree to indemnify the Northern Territory Government and the Security Audit Contractor against any loss or damages sustained under or in connection to works undertaken as part of Biz Secure
- 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
- My business/ organisation meets and will continue to meet all its legal obligations throughout the Program
- 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
- My business/ organisation is not currently being investigated by any law enforcement agency for fraud, NT Worksafe or Licensing NT non-compliance
- 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
- I will advise the Department immediately if any details relating to my business/ organisation changes during the course of the Program
- 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)

This declaration is made at *

place, eg. Darwin

Name *

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

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Date of birth *

Must be a date.

Position held *

Director/ Owner/ NFPO organisation office bearer

Date of declaration *

Must be a date.