

Application for a home building compensation licence



State Insurance
Regulatory Authority

This application is hereby made under Part 6C Division 1 of the *Home Building Act 1989* for a licence as a licence holder.

1. Applicant information

Name of applicant

ABN

Website

Business address (physical address including unit, street number, street name, suburb, state, postcode)

Postal address (if different from business address)

2. Primary contact for correspondence

Name

Daytime contact number

Email address

Business address (physical address including unit, street number, street name, suburb, state, postcode)

Postal address (if different from business address)

3. Applicant declaration

By signing this form, I, [Name of officer]

of [Name of organisation]

- a) certify all information provided by the applicant to the State Insurance Regulatory Authority (SIRA) is true and correct
- b) acknowledge that penalties or imprisonment may apply for providing false, misleading or incomplete information
- c) provide authority to SIRA to seek details from other regulators and authorities about the suitability of the applicant/trustee and/or suitability of individual directors or responsible managers of the applicant/trustee.

Signature

Position

Date (dd/mm/yyyy)

4. Lodgement instructions

Attention:

Director - Insurer Performance

Workers and Home Building Compensation Regulation

State Insurance Regulatory Authority

Locked Bag 2906, Lisarow, NSW 2252

Email: hbcproviders@sira.nsw.gov.au

Application checklist

This checklist is provided to assist in the application process. It is incumbent upon the applicant to check that all information required within the home building compensation *Licensee Application Guidelines* has been provided.

Qualifications

All qualification requirements have been met.

Application information

All applicant information has been compiled and attached.

Product categories

The application states which product(s) are nominated to be provided under licence.

Business case

The business case has been developed to establish capability and demonstrate reasonable plausibility and viability to establish and operate a home building licensing arrangement for its insurance or alternative indemnity cover business. All required information and analysis has been included to support the business case.

Business plan

The business plan has been developed and included.

Eligibility model

The eligibility model has been developed and included with supporting information.

Claims management

The claims management model has been developed and included with supporting information.

Market practice and premiums/contribution setting

A premium/contribution filing has been developed and included with supporting information.

Complaint handling and review processes

Complaints handling processes have been developed and included with supporting information.

Prudential management

Information has been attached to demonstrate how SIRA's prudential requirements have been met.

Other information

The declaration in the *Application for a home building compensation licence* has been signed and attached to the application.

Any other information that would support the application has been referenced and attached.
