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### Disclosure of Convictions and Declaration

Before completing this form please read the guidelines at the end of the form. If you are completing this form by hand please write legibly in block capitals. Use additional sheets if necessary.

<b>Your Personal Details</b>	
Surname	
Forename(s)	

<b>Relevant or Foreign Offences (please see guidance notes)</b>		
Have you been convicted of any relevant offence or foreign offence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>If you have been convicted of any relevant offences you must provide details for each conviction the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:</b>		
<b>If you have been convicted of and foreign offences you must provide details for each conviction the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:</b>		

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<b>Declaration</b>			
<b>The information contained in this form is correct to the best of my knowledge and belief.</b>			
I understand that if I knowingly or recklessly make any false statement in connection with this application, my application could be refused and/or my permit revoked.			
<b>SIGNATURE</b>		<b>DATE</b>	

## **GUIDELINES ON THE RELEVANCE OF CONVICTIONS**

### **General Principles:**

1. Each case will be decided on its own merits.
2. A person with a current conviction for serious crime need not be permanently barred from registration but should be expected to remain free of conviction for 3 to 5 years, according to the circumstances, before an application is entertained. Some discretion may be appropriate if the offence is isolated and there are mitigating circumstances. However, the overriding consideration should be the protection of the public.
3. The following examples afford a general guide on the action to be taken where convictions are admitted:

### **Offences involving violence**

- It is imperative that applicants with convictions for offences involving violence are considered carefully. When applicants have convictions for causing grievous bodily harm, wounding or assault, or even more serious offences involving violence, at least five years should elapse before an application is considered.

### **Drug- related offences**

- An isolated conviction for a drug offence, whether for unlawful possession only or involving the supply of controlled drugs, need not necessarily debar a candidate from registration, provided the applicant has at least three years free of convictions or five years since detoxification if he/she was an addict.

## **Indecency offences**

- Applicants with recent indecency offences would normally be debarred.

## **Dishonesty**

- Convictions for isolated minor offences should not debar an applicant, but in cases involving serious theft or fraud at least three years should elapse before an application is considered. When offences of dishonesty have been accompanied by violence, it is suggested that at least five years should elapse before registration