



This and the following ..... pages is the annexure marked 'A' referred to in the statutory declaration of  
 ....., declared before me this ..... day of.....in the year of..... .

Sign: .....

Name:..... Qualification.....

## GreenPower Renewable Gas Certification Application form for Certificate Traders

Certificate Traders wishing to be accredited should fill out this form and send it together with supporting documentation to [greenpower.gas@dpie.nsw.gov.au](mailto:greenpower.gas@dpie.nsw.gov.au)

<b>Applicant name (company or government corporate legal entity name)</b>	
<b>Company trading name (if applicable)</b>	
<b>Australian Business Number (ABN) or Australian Company Number (ACN)</b>	
<b>Applicant's postal address:</b>	
<b>Primary contact name and title:</b>	
<b>Contact number:</b>	
<b>E-mail address:</b>	

### Documentation required to support the application

The required documents that need to be submitted with this form are listed in the below table. For full details on how to prepare the documents see [Participant Guide](#). Please mark the box related to each document if you have it ready at the time of application. If you need support or clarification on the information required to fill out this form or about the supporting documents, please contact the Program Manager through [greenpower.gas@dpie.nsw.gov.au](mailto:greenpower.gas@dpie.nsw.gov.au)

Document	Attached
1 A letter outlining the ABN and/or the ACN and the company's details	<input type="checkbox"/>
2 If applicable, details of a local agent for giving notice and service of process	<input type="checkbox"/>
3 Completed 'fit and proper person test' (pg. 2-4) & supporting National Police Certificate	<input type="checkbox"/>
4 A completed statutory declaration declared in the presence of an authorised witness	<input type="checkbox"/>

### Fit and Proper Person Test

The term '**applicant**' for the purposes of the 'Fit and Proper Person' section of the Form refers to:

- a) any individual currently or formerly employed by the applicant as a 'high managerial agent';
- b) any individual who is an owner of the applicant (being a person who owns 15% or more of the company or who is entitled to receive 15% or more of dividends paid by the company);
- c) or an Executive officer of the applicant.

<b>Personal and organisation details</b>	
<b>Full name:</b>	
<b>Date of birth:</b>	
<b>Telephone number:</b>	
<b>Residential address:</b>	
<b>Name of legal entity:</b>	
<b>Trading name/s:</b>	
<b>Your role in the organisation, or relationship to the organisation (tick all that apply)</b>	
<b>Owner and/or Executive officer</b> <input type="checkbox"/>	This person can be either of below: <ul style="list-style-type: none"> <li>• a director of the company</li> <li>• a secretary of the company</li> <li>• a person who owns 15% or more of your organisation</li> <li>• a person who is entitled to receive 15% or more of dividends paid by your organisation</li> </ul>
<b>High managerial agent</b> <input type="checkbox"/>	This is any employee or agent who represents your organisation in relation with the Certification
<b>Conduct (tick all that apply)</b>	
<b>Has the applicant ever contravened a law of the Commonwealth or of a state or territory of Australia or a law of another country?</b>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide information on the type of offence.
<b>Has the applicant ever been determined not to be a fit and proper person as prescribed under any law of the Commonwealth or of a state or territory of Australia?</b>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Explain when and why the determination was made.
<b>Has the applicant ever been disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001?</b>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details including the date and period of disqualification.

<p>Has the applicant or any company that you were a director of, ever become bankrupt or insolvent?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details about the nature of bankruptcy.
<p>Has the applicant ever provided false or misleading information, or made a false or misleading statement to a State, Territory, or Australian Government agency/department, or a regulatory authority?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details including the nature of false and misleading information that was provided.
<p>Has the applicant breached any of the below Acts or their associated regulations?</p> <ul style="list-style-type: none"> <li>• the <i>Carbon Credits (Carbon Farming Initiative) Act 2011</i>;</li> <li>• the <i>Australian National Registry of Emissions Units Act 2011</i>;</li> <li>• the <i>Australian Securities and Investments Commission Act 2001</i>;</li> <li>• the <i>Corporations Act 2001</i>;</li> <li>• the <i>National Greenhouse and Energy Reporting Act 2007</i> or the <i>Renewable Energy (Electricity) Act 2000</i>.</li> </ul>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details.
<p>Has the applicant ever been refused registration, had your registration cancelled or been suspended from participating in a renewable energy, or energy efficiency scheme operating under a law mentioned in section 21(2) of the Carbon Credits (Carbon Farming Initiative) Rule 2015?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details.
<p>Has the applicant ever held a regulatory authorisation that has been suspended or cancelled under relevant legislation?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details.
<p>In the previous 10 years, has the applicant been convicted of an offence involving fraud, dishonesty or other behaviour considered to make the applicant unfit to hold a Renewable Gas Certification (RGC) accreditation?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details.
<p>Has the applicant ever been disqualified from managing corporations under Part 2D.6 of the <i>Corporations Act 2001</i>?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details.
<p>Has the applicant or any company the applicant was a director of, ever been the subject of a winding up order or had a controller or administrator appointed during the previous 3 years?</p>	<input type="checkbox"/> No  <input type="checkbox"/> Yes. Provide details.

## Declaration

I declare that I have read and understood the current Renewable Gas Certification and agree to be bound by them in my capacity as recipient of the GreenPower accreditation.

By submitting this application, I, as a Renewable Gas Trader, agree to comply with the Renewable Gas Certification Rules and acknowledge the following key obligations:

- I must comply with the GreenPower Brand Use and Claim Guidelines, including by submitting all GreenPower marketing materials for approval before use; and
- **Rule 4.7** – I must not undertake misleading advertising or conduct regarding GreenPower products, especially in relation to product composition; and
- **Rule 5.3** – I must notify the Program Manager of any breach of, or failure to comply with, the Accreditation Criteria within 14 days of becoming aware of the issue; and
- **Rule 7.8** – I understand that if any Renewable Gas Guarantee of Origin (RGGO) certificate is confirmed as invalid, the Program Manager may require the RGGO(s) to be relinquished or issue a Make Good Notice requiring corrective action within a reasonable period; and
- **Rule 8.2** – I must submit all advertising and marketing materials relating to RGGOs or the RGC to the Program Manager for approval before publication; and
- **Rule 8.4** – I must not undertake misleading advertising, marketing, or conduct, particularly in relation to the environmental attributes of RGGO certificates.

I agree to be bound by the Renewable Gas Certification Rules and the GreenPower Brand Use Guide.

I understand that this Form is Annexure A to the statutory declaration that I,

[name: \_\_\_\_\_], have made on

[enter date of statutory declaration: \_\_\_\_\_]

], under the Oaths Act 1900 (NSW).