



**NSW Police Force**  
www.police.nsw.gov.au  
ABN 43 408 613 180

Issued under the  
**Commercial Agents and Private Inquiry Agents Act 2004**

To

**LCollect Pty Limited**

**ABN: 44 089 892 688**

**Suite 101b, 55 Mountain St  
ULTIMO NSW 2007**

**Trading As**

**LCollect**

**Licence Number: 409661517**

**Identity Number: 107429026**

**Date of Issue: 25/01/2020**

**Valid To: 03/01/2023**

**Class of Licence and Activity**

Master CAPI 1-10 employees process serving  
Master CAPI 1-10 employees debt collection  
Master CAPI 1-10 employees repossession of goods

**Close Associates**

Philip Ernest Beresford-Harvey

Sally Jane Beresford-Harvey

*Delegate for Commissioner of Police*

**SECURITY WARNING**

This document contains several inbuilt security features, some of which are listed below. Please refer to the reverse for a full description of the security features ■ The border around this Security Warning is printed in MICROTYPE which reads MASTER LICENCE CERTIFICATE when viewed under magnification. ■ The document background has a pattern of fine wavy lines and a graduated colour change from blue to grey to blue.

## **Notice of Authority and Conditions**

This master licence is issued under the *Commercial Agents and Private Inquiry Agents Act 2004*. The grant of this licence is subject to such conditions as the Commissioner considers appropriate. In accepting this master licence the business agrees to abide by the following conditions and/or any future amendments as advised by the Commissioner. Contravening any condition of this licence may lead to cancellation of the licence and/or a monetary penalty.

### **Authority Conferred By Licence**

This master licence authorises the licensee to undertake CAPI activities ONLY in the category to which the licence relates.

Authorises the licensee to carry on business in relation to Commercial Agent and/or Private Inquiry Agent activities and employ one or more, but not more than 10, licensed operators, provided the licensed operators hold the appropriate category of licence relevant to those activities.

Authorises the Master licence holder to carry on business in relation to any activity conducted on behalf of a second person (not being his or her employer), that involves serving legal process on a third person in relation to legal proceedings to which the second and third persons are, or are intended to be, parties, regardless of which jurisdiction the legal proceedings are, or are intended to be, held in.

Authorises the Master licence holder to carry on business in relation to any activity conducted on behalf of a second person (not being his or her employer), that involves finding goods held by a third person or requesting, demanding or seizing such goods.

Authorises the Master licence holder to carry on business in relation to Debt Collection activities:

1. On behalf of a second person (not being his or her employee), in the exercise of the second person's rights under a debt owed by a third person or,
2. To undertake any activity by a person on his or her own behalf in the exercise of rights acquired from a second person (otherwise than in the course of an acquisition or merger of business interests) under a debt owed by a third person, being an activity that involves finding the third person or requesting, demanding or collecting from the third person money due under the debt.

## **Conditions Conferred By Licence**

If a corporation contravenes, whether by act or omission, any provision of the CAPI Act or the Regulations, each person who is a director of the corporation or who is concerned in the management of the corporation is taken to have contravened the same provision if the person knowingly authorised or permitted the contravention.

A licensee must not request, demand or collect from a person (the debtor) any payment for the costs or expenses incurred by the licensee in connection with the collection from the person of money due under the debt. The holder of a licence for debt collection must produce documentary evidence of the debt, on being asked by a person from whom they are requesting, demanding or collecting money due under a debt. The licensee must comply with Schedule 2 (Trust accounts, records, and receivership in relation to debt collection) as detailed in the Act. The licensee must provide evidence of an employee responsible for the Trust Account, having successfully completed module FN503A Establish, manage and administer trust accounts, within 12 months of issue of the licence.

## **Standard Conditions**

The licensee must not employ a person to carry out any CAPI activity unless the person is the holder of an operator licence for that activity.

The licensee must not carry on business in relation to any CAPI activity not authorised by this licence.

The licensee must conspicuously display a copy of the master licence at each premises used for the purposes of conducting the CAPI activities authorised by the master licence.

The licensee must not employ a 'disqualified individual' (as defined in the Act) in any capacity in the business carried on by the licensee under the licence.

The master licence must be produced for inspection on demand made by an authorised inspector or by any person with whom the licensee has dealings, when carrying out any CAPI activity.

The licensee must notify the Commissioner in writing, on the approved form, within 14 days after a change to the licensee's name, address or other registered particulars.

Within 7 days after becoming aware that the licence has been lost, stolen, destroyed, defaced or mutilated, the licensee must notify the Commissioner of that occurrence.

In the event that the licence is replaced during the current term, the licensee must return the previous licence to the Registry (unless lost).

The licensee must not permit any other person or corporation to use the licence.

The licence cannot be transferred.

The licensee must comply with the provisions of the CAPI Act and Regulation (available via [www.police.nsw.gov.au/sled](http://www.police.nsw.gov.au/sled)).

The licensee must ensure that any advertisement or correspondence in relation to any CAPI activity carried on by the licensee contains the number of the licence.