

**Apply for a Labour Hire Licence pre-questionnaire**

Before you apply for your Labour Hire Licence, use the checklist below to check your eligibility

1. In the last two years, have you held a licence under a labour hire industry law either in the Australian Capital Territory or another state or territory that was cancelled (unless you requested the cancellation)?

Yes No

1. Have you previously applied for a labour hire licence, and the application was refused?

Yes No

1. Do you only supply high income employees whose annual wages are equal to or more than the amount of the high-income threshold under the [Fair Work Act 2009 (Cwlth) section 333](https://www.fwc.gov.au/high-income-threshold)

Yes No

1. Do you only supply employees within a group of business that operate within a corporate group or structure

Yes No

1. Do you only supply workers on a secondment basis, where the secondment is temporary, and the worker usually works for you?

Yes No

1. Are you a small corporation with no more than two directors, where a person who is employed as a director or senior manager of that corporation is the only person who is supplied by the corporation to undertake work for another person?

Yes No

1. If you are under 18 years of age, you should contact the labour hire licensing team to discuss your circumstances before proceeding to the application.

If you have answered **‘Yes’** to any of the above questions, please **do not** proceed to the application form. Email your details to [labourhirelicensing@worksafe.act.gov.au](mailto:labourhirelicensing@worksafe.act.gov.au) and an officer will contact you to discuss your application eligibility further.

If you have answered **No** to all the questions above, you are eligible to apply for a Labour Hire Licence in the ACT, with the application form available on the Resources page of the [WorkSafe ACT website](https://www.worksafe.act.gov.au/licensing-and-registration/labour-hire-licensing/labour-hire-licence-resources).