

APPLICATION FOR APPROVAL TO OPEN ON BANK CLOSE DAYS

Retail Trading Act 2008



13 32 20 fairtrading.nsw.gov.au

**Please read this information before completing this form.
This form can be completed in Adobe Reader and saved for your records.**

Use this form to open on a Bank Close Day

Under the *Retail Trading Act 2008*, banks are permitted to open their retail branches for business without formal approval on the Bank Close Days of August Bank Holiday and public holidays (other than Good Friday, Easter Sunday, before 1pm on Anzac Day and Christmas Day) on the condition that the branch must be staffed by persons who have freely elected to work.

Formal approval from NSW Fair Trading is still required where a bank or one or more of its branches wishes to open on **Saturdays or Sundays**.

This form is to be used when lodging applications to apply for permission to trade on weekends.

WHAT IS A BANK CLOSE DAY?

A **'bank close day'** is defined under section 14B of the Retail Trade Act and includes a Saturday or Sunday.

How to fill in this form

Please type directly into this form. When complete, save a copy before printing. If completing by hand, please print clearly and mark box(es) with a tick ✓ where required.

You will need to ensure that all sections of the form are completed. Additional sheets may be included if there is insufficient space on the form to provide your supporting evidence. Please number all additional pages.

For assistance call 13 32 20.

Fees

There are no fees associated with this application.

How to lodge

Email: FTLicensing@customerservice.nsw.gov.au

Privacy compliance statement

Information that you voluntarily provide in this form is collected by NSW Fair Trading to assess and process your application. NSW Fair Trading intends to use and disclose the information (including any personal information) you have provided to exercise its functions under the Retail Trading Act 2008, including to administer, monitor and enforce compliance with that Act.

The above information is intended as a guide only and is included to assist you in completing and lodging this form. This page is not part of the form. If required, professional advice should be obtained regarding the matters dealt with in this form.



APPLICATION FOR APPROVAL TO OPEN ON BANK CLOSE DAYS

Retail Trading Act 2008

13 32 20 fairtrading.nsw.gov.au

Please read the information before completing this form.
This form can be completed in Adobe Reader and saved for your records.

Fee - Nil

1. Bank details

Business / Trading name

ABN / ACN

2. Contact details of person making the application

Title Given name(s)

Family/Surname

Address

Suburb

State

Postcode

Postal address (if different to above)

Suburb

State

Postcode

Telephone number

Mobile number

Email address

3. Name and location of the Bank subject of this application

If insufficient space has been provided, attach additional numbered sheets.

Please select the class of application:

application for a NSW statewide opening of branches. (Go to 'Details of exemption being sought').

application for the opening of nominated branches within the NSW.

State the name and full street address (including city/town and postcode) of the branch/s for which you are seeking an exemption:

Name of Bank

Address

Suburb

State

Postcode

Name of Bank

Address

Suburb

State

Postcode

3. Name and location of the Bank subject of this application *(continued)*

Name of Bank

Address

Suburb

State

Postcode

(Attach additional numbered sheet if required).

4. Details of exemption being sought

Please provide the day(s) for which the exemption is sought

Is the exemption for:

a specific day or days *(specify the date or dates)*, or

a specific period *(specify the period in years)*

5. Information required to support the application

Please provide the intended hours of operation:

Commencing at: *(am/pm)*

Closing at: *(am/pm)*

6. Determining whether your application is in the public interest

In determining whether or not to grant an application, NSW Fair Trading is to consider whether it is in the public interest to do so. NSW Fair Trading may take into account, but is not limited to, the likely effect that the granting of an approval will have on particular sections of the public. This includes customers of the bank and persons employed or engaged to perform services for the bank.

Please respond to the following questions:

1. The intended close day or close days on which the nominated branch or branches are to open and the intended hours of opening?

6. Determining whether your application is in the public interest *(continued)*

2. Information regarding the level of support by the relevant industrial organisation for the making of the application?

3. The grounds relied upon by the bank in support of the application for the opening of the nominated branch or branches?

4. The benefits to be obtained by customers and the general public in the opening of the nominated branch or branches on the nominated bank close day or days?

6. Determining whether your application is in the public interest *(continued)*

5. The type and nature of services to be provided by the nominated branch or branches if an approval is granted?

6. Information on community support for the opening of the branch or branches, for example, local surveys from customers, shopkeepers and other interested parties?

7. The bank's Work Health and Safety policy relating to the performance of work on bank close days?

6. Determining whether your application is in the public interest *(continued)*

8. Details of the applicable industrial awards or agreements covering employees or other persons who work on the nominated day or days and, additionally, details of the industrial entitlements applicable to work performed on a bank close day?

9. What is the likely effect on employees or those engaged by the bank if approval is granted? Include details of your policy regarding the voluntary staffing of branches on bank close days. Where an industrial instrument requires employees to work on the nominated bank close day or days, include information as to how the policy will operate in respect of those employees if an approval to open is granted?

10. Details of additional fees to be imposed on customers who use the services of the branch or branches on the nominated bank close day or days

6. Determining whether your application is in the public interest *(continued)*

11. If there is any other information in support of your application, please include here.

7. Applicant's declaration

- I am authorised to complete this application on behalf of the organisation.
- I acknowledge that failure to provide all required information may result in refusal of the application.
- I consent to the making of enquiries and the exchange of information with NSW Fair Trading and other authorities in NSW, other states and territories or the banking industry regarding any matter, relevant to this application.
- I declare that the contents of this application including any attachments are true and correct in every particular.
- I am aware the application will be publicly exhibited for a period of at least 14 days for public comment.
- I acknowledge that under section 307A of the *Crimes Act 1900* it is an offence to provide false, misleading or deficient information in this application.
- I understand that specific details I have supplied in this application may be 'personal information' under the *Privacy and Personal Information Protection Act 1998*, and that NSW Fair Trading is collecting personal information to enable processing of the application and may disclose this information to other Government agencies. I also understand that personal information is any information or opinion that identifies an individual, or enables someone to identify an individual.

Signature

Date signed (DD/MM/YYYY)

This form is designed to be completed in Adobe Reader. A cross appearing in the digital signature field above may indicate a compatibility issue. If a cross appears please sign here

.....

Printed name