# NB: This template has been developed as a guide only. Wording in an application and statutory declaration will be dependent on individual facts and circumstances. *[Delete this note before executing this statutory declaration]*

# Commonwealth of Australia

**STATUTORY DECLARATION**

***Statutory Declarations Act 1959***

|  |  |
| --- | --- |
| *1 Insert the name, address and occupation of person making the declaration* | I,1  make the following declaration under the *Statutory Declarations Act 1959:* |
| *2 Set out matter declared to in numbered paragraphs* | 2  **Complete ONE of the following TWO options provided for point 1. Delete the unused option and this instruction sentence.**   1. My spouse <**insert name and address details**> and I are expecting a baby on <**insert expected date of confinement**>. 2. My spouse <**insert name and address details**> gave birth on <**enter date of birth>**.   **Complete ONE of the following THREE options provided for point 2. Delete the TWO unused options and this instruction sentence.**   1. My spouse is employed by <**insert details**> and received <**enter details**> weeks *(enter amount of weeks)* paid parental leave from his/her employer from <**insert date to insert date**>. 2. My spouse is employed by the Queensland Public Service <**insert employer details, payroll ID/contact point for payroll or HR>** and will receive/has received <**insert amount of weeks>** paid parental leave from **<insert date to insert date>**. 3. My spouse is not employed and/or not eligible/ is not seeking to receive paid parental leave. 4. My spouse will cease/ceased to be the primary carer for my child/children on *(enter date).*   and I will become/became the primary caregiver for my child/children as at *(enter date)* until  *(enter end date)*.   1. I declare that for the period nominated in paragraph 2 above, l will assume the principal role of providing care and attention to my child/children. I am applying to access paid parental leave for this purpose during this period. 2. I understand that the primary carer leave entitlement for the child/children nominated in paragraph 1 above expires on that child/children’s first birthday, if the full entitlement has not been exhausted prior to this date. 3. I understand that providing any false or misleading information, or making material omissions from this statutory declaration may make me ineligible to access the primary carer leave entitlement and may result in disciplinary action up to and including termination of employment. |
| *3 Signature of person making the declaration* | 3 |
| 1. *Place* 2. *Day* 3. *Month and year* | Declared at 4 on 5 of 6  Before me, |
| *7 Signature of person before whom the declaration is made (see over)* | 7 |
| *8 Full name, qualification and address of person before whom the declaration is made (in printed*  *letters)* | 8 |

*Note 1* A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

*Note 2* Chapter 2 of the *Criminal Code* applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.

**A statutory declaration under the *Statutory Declarations Act 1959* may be made before–**

1. a person who is currently licensed or registered under a law to practise in one of the following occupations:

|  |  |  |
| --- | --- | --- |
| Chiropractor | Dentist | Legal practitioner |
| Medical practitioner | Nurse | Optometrist |
| Patent attorney | Pharmacist | Physiotherapist |
| Psychologist | Trade marks attorney | Veterinary surgeon |

1. a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or
2. a person who is in the following list:

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*) Bailiff

Bank officer with 5 or more continuous years of service

Building society officer with 5 or more years of continuous service Chief executive officer of a Commonwealth court

Clerk of a court Commissioner for Affidavits Commissioner for Declarations

Credit union officer with 5 or more years of continuous service Employee of the Australian Trade Commission who is:

* 1. in a country or place outside Australia; and
  2. authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
  3. exercising his or her function in that place Employee of the Commonwealth who is:

1. in a country or place outside Australia; and
2. authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and
3. exercising his or her function in that place Fellow of the National Tax Accountants’ Association

Finance company officer with 5 or more years of continuous service Holder of a statutory office not specified in another item in this list Judge of a court

Justice of the Peace Magistrate

Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

Master of a court

Member of Chartered Secretaries Australia

Member of Engineers Australia, other than at the grade of student Member of the Association of Taxation and Management Accountants Member of the Australasian Institute of Mining and Metallurgy Member of the Australian Defence Force who is:

1. an officer; or
2. a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
3. a warrant officer within the meaning of that Act

Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants

Member of:

1. the Parliament of the Commonwealth; or
2. the Parliament of a State; or
3. a Territory legislature; or
4. a local government authority of a State or Territory

Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*

Notary public

Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public

Permanent employee of:

1. the Commonwealth or a Commonwealth authority; or
2. a State or Territory or a State or Territory authority; or
3. a local government authority;

with 5 or more years of continuous service who is not specified in another item in this list

Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made Police officer

Registrar, or Deputy Registrar, of a court Senior Executive Service employee of:

1. the Commonwealth or a Commonwealth authority; or
2. a State or Territory or a State or Territory authority Sheriff

Sheriff’s officer

Teacher employed on a full-time basis at a school or tertiary education institution