

Approved Consultants Register Application

This is an application form for the Queensland Arboricultural Association (QAA) ABN: 25 184 006 967 to appear on the Approved Consultants Register. All approved consultants are listed under their individual consultant name on the register. A business/company can purchase the corporate rate if they have multiple consultants working for them. Each consultant will be required to complete this form individually.

Following details are advertised on the QAA Website:

Person listed on register:			
Email address:		Phone Number:	
Company Name:			

Billing/Account Information

Contact			
Email address:		Phone Number:	
Address:			

Checklist:

All the below documentation must be provided to the QAA for review:	Compliance
Minimum AQF Level 5 Diploma in Arboriculture <i>(to include subject list)</i>	<input type="checkbox"/>
Demonstrated evidence of on-going training, with proof of attendance, at 3 events per year. This can include: <ul style="list-style-type: none"> ○ QAA events and workshops ○ Climbing competitions (this can include volunteering as a judge) ○ QTRA, TRAQ, or VALID ○ ISA events or certifications ○ In-house training ○ Online courses/training 	<input type="checkbox"/>
All relevant Insurances (e.g., Professional Indemnity Insurance – Certificate of Currency)	<input type="checkbox"/>
Supply a minimum of 3 reports written within the last 5 years (specific client details can be removed)	<input type="checkbox"/>
Proven experience with tree ID, location and measurement	<input type="checkbox"/>
Proof of experience with tree hazard/risk assessment methodologies (e.g. QTRA, TRAQ). Risk assessment cannot be hired/subbed out.	<input type="checkbox"/>
Proven experience with tree condition investigation equipment (e.g., Resistograph, Picus, Tree Radar). Note: we do not need proof of ownership of this equipment just inclusion of evidence obtained included in a report that you have compiled.	<input type="checkbox"/>

<p>If applying for more than one Employee, please completed Statutory Declaration stating all Employee Benefits are paid and up to date. Refer to this link for a blank form if you do not have one already Old Statutory Declaration - Oaths Act 1867 (rti.qld.gov.au)</p>	<input type="checkbox"/>
<p>Please include a short capability statement about the individual consultant to advertise on our website. (500 words - Think of this as your intro for the public listing)</p>	
Empty space for capability statement	
<p>List of suburbs/locations you travel within (This helps clients know your coverage zone)</p>	
Empty space for list of suburbs	
<p>Tick this box to confirm all compliance documents have been finalised, ready to send to the QAA.</p>	<input type="checkbox"/>
<p>Additional Comments</p>	<p>Date:</p>
Empty space for additional comments	Empty space for date

Declaration & Payment

By signing the below, the applicant confirms that they wish to join the Approved Consultants Register of the Queensland Arboricultural Association and if accepted:

- Will pay the relevant annual charge below. **Note:** Applicants must also hold a QAA Qualified Membership as a requirement of this application. Membership is included in the price of the Register and runs from 1st July – 30 June.
 - Individual Consultant – \$750 per year
 - Consultant (2 – 5 employees) – \$1,000 per year
 - Consultant (6 – 10 employees) – \$1,400 per year
 - Consultant (10+ employees) – Price on application
- Will observe the Association's [Code of Conduct](#)
- Acknowledges that the use of the Association's name or logo in advertising or on personal or company stationary is only permissible whilst membership subscription dues remain current.

Applicant Full Name:		Signature:
Payment Preference:	Credit Card: Please pay through our member portal <input type="checkbox"/>	Direct Deposit: BSB: 124 054 <input type="checkbox"/> Acct: 2260 1860
		PayPal payable to: office@qaa.net.au <input type="checkbox"/>

Thank you for supporting the Queensland Arboricultural Association