

About this form

This return must be completed if you are an on-supplier. You must complete an On-Supplier Return Form 21 for each electricity account for which you are an on-supplier and forward it to your electricity retailer or electricity provider.

- within 90 days of becoming an on-supplier
- within 28 days of the number of on-supply arrangements changing
- within 28 days of the number of exempt on-supply arrangements changing
- upon changing electricity retailer (or receiving a new electricity account number), or
- if requested by your electricity retailer in writing.

Note:

- All italicised words are defined in the "Definitions" section below.
- When completing this form, please print all responses in capital letters using a black pen.

Part A – On-Supplier Details

1. Name of electricity retailer or electricity provider
1

2. Your electricity account numbers (where applicable)
2

3. Your name as it appears on your electricity account
3

4. Address of premises to which the account relates:
4

Part B – Return Details

5.	Account Number	Total No. On-supply Arrangements	Exempt Arrangements	Levies payable
	5a	5b	5c	5d

Part C – Verification

6 6. I declare that I am the on-supplier or authorised to sign on behalf of the on-supplier and that all the information supplied in this form is true and correct.

7. I consent to my existing electricity retailer obtaining from my previous electricity retailer(s) for this account information (if any) concerning the application of this exemption.

Yes No

7 [Signature box] Date

Signature
Name (Please print in full)

What is an on-supply arrangement?

An on-supply arrangement exists where a person buys electricity for a building from an electricity retailer and has the facility to on-supply the electricity to separate areas in the building. The person who further supplies electricity is called an 'on-supplier'. There is an on-supply arrangement in respect of each separate area regardless of whether electricity is consumed in the separate area.

There are two types of on-supply arrangements.

Type 1 arrangements occur when an on-supplier buys electricity from an electricity retailer and is able to further supply and sell some or all of this electricity for consumption at a separate area in a building. It does not matter if the electricity is consumed at a separate area or is on-supplied again to another separate area, as the accounts issued to an on-supplier show only the overall amount of electricity supplied to all separate areas. The arrangement also exists regardless of whether the premises are occupied or electricity is actually consumed in the premises.

Type 2 arrangements occur where all electricity sold to the on-supplier by the retailer is consumed at a separate area in a building. There must be more than 3 separate areas in the building and electricity to a separate area cannot be on-supplied again. Electricity accounts for Type 2 arrangements may show the cost of electricity supplied to each separate area but a Type 2 arrangement can exist even if no electricity is consumed in the separate area.

What are my obligations as an on-supplier?

As an on-supplier you are liable for the levy for each non-exempt on-supply arrangement for which you are the on-supplier. However, you may recover the levy amounts that you have paid from the owners or occupiers of the separate areas. Please refer to www.ambulancecover.qld.gov.au for more information.

Where do I send this return?

Please send this return to your electricity retailer or electricity provider at the address shown on your electricity account.

What should I do with an exemption application I receive from an occupier?

If an occupier believes they are exempt from paying the levy they must complete the relevant exemption application form and forward it to you. You must check it has been properly completed and advise your electricity retailer of the revised total number of levies payable using this form. Once you claim the exemption by giving this form to the relevant electricity retailer or electricity provider you can no longer recover the levy for that arrangement.

Definitions

Separate area means a building or part of a building in Queensland that is

- (a) used, or if not being used, available to be used
 - (i) as a single self-contained place of residence or
 - (ii) as a single place of business or
 - (iii) to conduct a single undertaking or enterprise or other single activity, other than a business or
 - (iv) in a combination of subparagraphs (i), (ii) and (iii) and
- (b) wired for the supply to it of electricity.

Understanding the Community Ambulance Cover Form 21

Part A – On-Supplier Details

- 1 Here you list the name of the retail entity that currently supplies your electricity, e.g. Origin.
- 2 If you are unsure of your account number(s), you can find this information on the latest copy of your electricity bill. If you have multiple accounts, please list each account number.
- 3 The information you fill in here must match the name on your current electricity bill.
- 4 This is the supply address which your account relates to.

Part B – Return Details

Please note – this section must be filled in

- 5a **Account Number**
If you are unsure of your account number(s), you can find this information on the latest copy of your electricity bill. If you have multiple accounts, please list each account number separately.
- 5b **Total No. On-supply Arrangements**
Please list the total number of sites you supply electricity to. For example, these sites might be shops, tenants, building managers or body corporates. Page 3 of the Community Ambulance Cover Form 21 has several examples you may find useful to help you understand what defines an on-supply arrangement.

- 5c **Exempt Arrangements**
Some of your sites may have claimants who are eligible to receive exemptions, (for example, claimants for electricity rebates.) If you have multiple accounts, please list each account number separately.
- 5d **Levies Payable**
Levies payable equals your Total Number of On-Supply Arrangements minus your total number of Exempt Arrangements. For example, if you have 50 arrangements with 10 exemptions, your Levies Payable will equal 40.

Part C – Verification

- 6 You must be authorised to sign that all information supplied is accurate.
- 7 Please tick the yes or no box to indicate that you are willing for us to contact your previous electricity supplier. Your signature goes in the large white box directly below the check box. Please ensure you print your full name in CAPITALS in the last white box.

You must notify us **within 28 days** of the number of on-supply arrangements changing or the number of exempt on-supply arrangements changing.

If you have tenants eligible for an electricity rebate, you may also need to complete the Application for Electricity Rebate Form 502.