

Government Research and Information Library (GRAIL)

Schedule of due diligence services and fees

Company and personal due diligence searches are conducted for nominees being considered for awards, grants, contracts, senior government positions or board appointments.

Please submit all due diligence requests via our [request form](#).

Normal response time is 5 business days. If your request is urgent or you require a response sooner, please contact GRAIL on 07 3842 9660 or email: grail@slq.qld.gov.au.

What we need from you

To assist GRAIL to provide accurate and timely results, please provide the following details.

Company	Individual/Company Director
Company ACN or ABN	Full Name/s (include “also-known-as” and maiden names)
Company Name in full	Date/s of Birth
	Place/s of Birth (if known)
	Current address/es (if known)

Privacy and confidentiality

State Library is subject to [privacy legislation](#) which applies to the Queensland public sector and all due diligence searches are treated confidentially.

Agencies are responsible for notifying and/or seeking consent from people and companies who are the subject of due diligence searches.

Searches and fees

The following are included in **standard** due diligence searches. Please contact GRAIL if you would like examples of reports.

If you require searches in addition, or a variation, to those below please include this in your request.

Reports are sourced from a registered vendor including illion Direct, Australian Financial Security Authority (AFSA), and CITEC Confirm.

GRAIL will provide the results of searches however we cannot analyse results.

Service cost

Due diligence services are charged at **\$220 for the first hour** and **\$110 per 30-minute increment thereafter**.

Additional charges apply for each report provided. Costs for each report are listed on the following pages.

All costs will be invoiced on completion of request.

Company

Valid from 1 February 2025

Type of search	Description	Fee
Adverse media	Standard adverse media search covers all available Australian media, provided through <i>LexisNexis Nexis</i> platform. A list of titles is available on request. Searches are limited to the last 5 years .	Nil
Company report	Company Verification Report – historical and current	\$39

Individual or company director

Valid from 1 February 2025

Type of search	Description	Fee
Adverse media	Standard adverse media search covers all available Australian media, provided through <i>LexisNexis Nexis</i> platform. A list of titles is available on request. Searches are limited to the last 5 years .	Nil
ASIC directors extract	Searches on all company directors.	\$39
Bankruptcy register	Searches on the National Personal Insolvency Index.	\$38
ASIC banned and disqualified register	Searches on the banned and disqualified register provides information about people who have been: <ul style="list-style-type: none"> disqualified from involvement in the management of a corporation. disqualified from auditing self-managed superannuation funds (SMSFs), or banned from practising in the financial services or credit industry. 	Nil
The Queensland lobbying register	The register is a list of professional lobbyists who have lobbied: <ul style="list-style-type: none"> The Premier or another Minister An Assistant Minister A councillor A public sector officer A ministerial staff member or an Assistant Minister’s staff member The Leader of the Opposition The Deputy Leader of the Opposition, and/or A staff member in the office of the Leader of the Opposition. 	Nil
Queensland register of appointees to Government bodies	This register provides access to information about all appointments to Queensland Government bodies including statutory offices, boards, committees and statutory authorities.	Nil

Additional Company reports

Valid from 1 February 2025

Type of search	Fee
Dual Score Report- current	\$90
Dual Score Report – historical and current	\$105
Company Verification Report - current (company report)	\$28
D&B report (comprehensive company report)	GRAIL will advise on request
Risk of failure - current	\$75
Risk of failure – historical and current	\$86
Risk of late payment with trade- current	\$53
Risk of late payment with trade –historical and current	\$64
Risk of late payment - current	\$42
Risk of late payment - historical and current	\$53
International full company report	GRAIL will advise on request
International business information report	GRAIL will advise on request