

Application for additional Associated Authorised Person

PART 1 – DETAILS

AP number AP	Name of Authorised Person
Address	
State	
Postcode	

PART 2 – CONTACT PERSON

Name	Telephone number
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PART 3 – DESIGNATED SIGNATORIES WHO WILL BE ENDORSING DOCUMENTS WITH DUTY ON BEHALF OF AUTHORISED PERSON

Please provide name, signature and initial of each person

Name	Signature	Initial

PART 4 – CERTIFICATION BY AUTHORISED PERSON

I certify that the information disclosed in this form is true and correct.

Signature	Print name	
	Position	Date

As part of the process, the SRO will conduct a National Police Record on all designated signatories.

In addition to the National Police Record check, further probity checks will be conducted which will include enquiries with Federal and State agencies. Interviews may also be held to assess the applicant's suitability as an Associated Authorised Person.

This form must be accompanied by a completed Consent to Check and Release National Police Record form and a copy of one of the following:

- driver's licence;
- passport; or
- birth certificate.

By signing this form you are authorising the SRO to disclose to the Authorised Person as an "approved person" whether or not you have passed the probity checks. The SRO will not disclose the specifics of the probity checks.

Depending on the outcome of the probity checks, a person may not be approved as an Associated Authorised Person.

By correspondence
Customer Services Branch, State Revenue Office, GPO Box 1641, MELBOURNE VIC 3001
or DX220090 Melbourne
In person
Customer Service Centre, Level 2, 121 Exhibition Street, Melbourne.
Hours of operation: Mon, Tues, Thurs, Fri – 8:30am to 4:30pm Wed – 8:30am to 1:00pm

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