

This form must be filled in by staff who will:

1. Act as the representative in transacting business with Transport for NSW.
2. Check customer proof of identity (POI) on behalf of Transport for NSW.

Authorised users must adhere to the following requirements:-

- Only Proof of Identify (POI) documents listed on the Transport for NSW website, can be accepted for individuals and organisations.

If authorised Services Officers fail to meet their responsibilities, their authorisation to perform these functions will be revoked.

Authorised Services Officers are not required to produce identification documents when transacting business on behalf of the participant.

1. Dealer's details

Full legal entity name

Trading name (if different):

Business address of dealer

2. Details of Authorised Services Officer

Full legal name

Date of birth

Day / Month / Year

Residential address

3. Declaration of Eligibility of Authorised Services Officers

(to be completed by Dealer's Representative)

I declare that the user named is appropriately qualified and experienced to verify customer POI documents on behalf of Transport for NSW or certify vessels in accordance with the requirements of an Agreement where one exists.

Dealer's Representative name

Dealer's Representative signature

Date

Day / Month / Year

4. Declaration

I understand that my personal information is collected and held by Transport for NSW, 20-44 Ennis Rd, Milsons Point NSW 2061. I understand that my personal information is being collected as part of my application and I must supply information to become an Authorised Services Officer. I understand failure to supply full details and sign this declaration can result in the application not proceeding.

4. Personal Information collection notice

Your privacy is important to us and our Privacy Statement explains why we collect your Personal Information and how we will manage it. You can obtain a copy of our Privacy Statement at www.transport.nsw.gov.au/privacy-statement or by calling us to request a copy on 13 12 36.

Signature of Authorised Services Officer

Date

Day / Month / Year

Signature of dealer's representative's

Date

Day / Month / Year

Transport for NSW Use Only

Proof of Identity record *(attach copy)*

Stand alone or primary proof

Document number

Secondary proof

Authorisation of Service Centre Manager

Approved

Not approved

Signature of Manager or delegate

Service Centre name

Date

Day / Month / Year