

## Agent Authorisation

An agent can be any person, such as a relative or organisation nominated by an applicant to act on their behalf. Appointing an agent to act on an applicant's behalf includes authorising VETASSESS to:

- Discuss the application with the agent and seek further information from them.
- Send the agent written communication about the application that would otherwise have been sent to the applicant.

In a case where the nominated agent works in a firm, and that agent is unavailable, the applicant may wish VETASSESS to discuss the case with other agents in that firm. This must be specified by checking the appropriate box in Option 1.

You can return this form from an authorised email to [tradeassess@vetassess.com.au](mailto:tradeassess@vetassess.com.au)

Applicant family name (*Surname*)

Applicant given name/s

Date of birth  Day /  Month /  Year

Email

File number

Do you wish to advise VETASSESS that you have (tick one  selection):

- Option 1  Appointed a new agent
- Option 2  Ended appointment with an existing agent

### Option 1 – Please complete the following section if you are appointing a new agent

I, (print name)

the applicant, hereby **nominate** the following agent to act on my behalf in all matters pertaining to my application for Trade Skills Assessment with VETASSESS:

Family name

Given name

MARA number (If applicable)

Company name (If applicable)

Daytime number

Mobile number

Email

Postal address (For correspondence)

I wish all correspondence to be directed to my agent's address

Please contact my agent's firm if my agent is unavailable

Applicant Signature

## Agent Authorisation

**Option 2 – Please complete the following section if you are ending an appointment with an existing agent**

I, (print name)

the applicant, hereby remove permission for the following agent to act on my behalf in any matter pertaining to my application for Trade Skills Assessment with VETASSESS

Family name

Given name

MARA number  
(If applicable)

Company name  
(If applicable)

### Applicant signature

**Note** — Your signature must match the signature as it appeared on your original application. Signature discrepancies may cause delays.

Applicant's signature  
(On completion of this form, please print and sign by hand)

Day / Month / Year  
 /  /

