



	<p>Please provide an estimate of the time taken to complete this form.</p>
	<p>Include:</p> <ol style="list-style-type: none"> <li>1. The time actually spent reading the instructions, working on the questions and obtaining the information</li> <li>2. The time spent by all employees in collecting and providing this information</li> </ol>
<input type="text"/>	<p>Hours</p>
<input type="text"/>	<p>Minutes</p>

OFFICE USE ONLY	
Date received:	<input type="text"/>
Application complete	<input type="checkbox"/>
No outstanding liability	<input type="checkbox"/>
Tradex No.	<input type="text"/>
Entered on Tradex Register	<input type="checkbox"/>
Effective Date:	<input type="text"/>
Applicant notified	<input type="checkbox"/>
Instrument No.	<input type="text"/>

## Tradex - Application for Reconsideration of Certain Decisions made by the Secretary

Details about the *Tradex Scheme* can be found in the *Tradex Customer Information Guide* – available at [www.business.gov.au](http://www.business.gov.au), or call the Contact Centre on 13 28 46.

For AusIndustry Office locations please refer to the website at [www.business.gov.au](http://www.business.gov.au)

Protecting your confidential information is important to us. AusIndustry customers should be aware, however, that public disclosure of some information could occur if the release of the information is required or permitted by law. This may happen, for example, if AusIndustry is required to respond to a resolution of the Parliament or order of a court. The confidentiality of information provided to AusIndustry under its programs is protected by the relevant provisions and penalties of the *Public Service Act 1999*, the Public Service Regulations, the *Privacy Act 1988*, and the *Crimes Act 1914* as well as the common law.

**If the space provided in this form is insufficient for your response, please submit the information as a word document and attach it to the form.**

## Before you Begin

### Decisions subject to review

A person may apply to the Secretary, Department of Industry, Innovation and Science **within 28 days** after the day on which the notice of the decision was given to the person, for a reconsideration of the following decisions:

1. A decision by the Secretary to wholly or partly refuse an application by that person for a Tradex order under section 11 of the *Tradex Scheme Act 1999* (the Act);
2. A decision by the Secretary to wholly or partly refuse an application by that person for a variation of a Tradex order under section 13 of the Act;
3. A decision by the Secretary to suspend a Tradex order, held by that person, under section 17 of the Act;
4. A decision by the Secretary to revoke a Tradex order, held by that person, under section 19 of the Act.

The application must be made in accordance with this approved form.

The Secretary must decide, not later than 28 days after the day on which the application for reconsideration is lodged, whether to affirm the original decision or to substitute any other decisions that the Secretary might have made.

If any administrative details change in relation to applicants (eg. a change of company name, address, or contact details) the standard AusIndustry Change of Applicant Details form, available at any AusIndustry Office, should be used.

## Part 1 - Applicant Information

1 Application Number

2 Tradex Order Number (if applicable)

3 Australian Business Number (ABN) (if applicable)

4 Australian Business Number (ABN) (if applicable)

5 Name of Applicant

If individual or sole trader

Mr,Ms,etc. Given name/s

Family name (surname)

Birth date (if no ABN)

If company or other entity

Legal/Registered Name

## Part 2 - Grounds on Which the Person Seeks the Reconsideration of the Decision

6 Decision to be reviewed (please tick)

Section 11 - Application for a Tradex order

Section 13 - Application for variation of a Tradex order

Section 17 - Suspension of a Tradex order

Section 11 - Revocation of a Tradex order

7 Please set out the grounds on which reconsideration is requested (attach a Schedule if there is insufficient space). If one of these grounds has been previously been considered you must still include that ground or grounds here.

Also attach any other information considered relevant to this request for reconsideration such as submissions, documents, or other materials

## Part 3 - Declaration

- 8 Has this form or attachments been completed by an entity external to the applicant (eg consultant, broker, accountant, lawyer)?

No  Go to 11

Yes  Go to **next question**

- 9 Is the external entity the signatory?

No

Yes

- 10 What is the external entity's ABN and legal/registered name?

Legal/registered name

ABN

- 11 I/We declare the above information contained in this form together with any statement attached is, to the best of my/our knowledge, true, accurate and complete in all material particulars.

I/We understand that I/we may be requested to provide further clarification or documentation to verify the information supplied in this form.

**NOTE:** That in order to sign on behalf of the applicant the signatory must be an authorised agent.

Mr, Ms, etc Given name/s

Family name (surname)

### Position held

Chief Executive Officer

Accountant

Company Secretary

Partner

Managing Director

Manager

Director

Other

Specify below

Signature

Date (dd/mm/yyyy)