



Form 54 – Application for issue of an authority

seal

*Industrial Relations Act 2016, s 337**Industrial Relations (Tribunals) Rules 2011, r 186**Industrial Relations Regulation 2018, reg 9*

Information

- A union is to use this form to apply for the issue of an authority (AIO) to a person who is an officer of the union.
- Please read this form carefully and complete all relevant sections.
- Attach to this application **one passport sized photograph** of the person to be authorised (see section 2 for more information).
- Please be advised, once an authority is issued, should at any time an authorised officer cease to be an officer or employee of the organisation, the Industrial Registrar must be notified within 14 days after the authorisation stops being in force.
- For further information please refer to the website www.qirc.qld.gov.au or contact the Industrial Registry on 1300 592 987 or via email at qirc.registry@qirc.qld.gov.au.

Application

This application for the issue of an authority is made to the Industrial Registrar pursuant to s 337(1) of the *Industrial Relations Act 2016*.

Name of Registered Organisation:

1. Registered Organisation's details

Postal/Service address:

Suburb/Town

Postcode

Phone number:

Mobile number:

Email address:

Name of contact person:

Direct phone number:

Mobile number:

Direct email address:

2. Application

Take notice that I,

Name:

Position:

☐

President

☐

Secretary

Apply for the issue of an authorisation on behalf of:

Name of official:

First Name/s:

Last Name:

Position of official:

☐

an officer

☐

an employee under s 337 of the Act

Additionally, I state that:

- (a) the passport sized photograph attached to this application is of the person to be authorised; and
- (b) the signatures appearing below are genuine signatures of the person to be authorised; and
- (c) I am authorised under the Act and Rules to make this application.

**Signature of President/
Secretary/ Authorised
Person:**

Date:

IMPORTANT

- Securely attach to this application one passport sized (4.5 cm x 3.5 cm) photograph of the person to be authorised in a sealed envelope. **DO NOT staple through the photograph.**
- Ensure the photograph is signed on the reverse side by the person to be authorised.

Signature of person to be authorised:

- Ensure the signatures of the person to be authorised do not extend beyond the 4.5 cm x 1 cm boundaries of the below signature boxes. The person to be authorised is to sign twice.

Signature 1

Signature 2