



This form can be used by an eligible claimant to authorise an approved claims agent to act on their behalf under the Tasmanian Freight Equalisation Scheme (TFES) Ministerial Directions.

## 1 Claimant details

Claimant or Business name

Registered trading name if different to above

Claimant code (if known)

You must be registered as a claimant before you can claim.  
You do not have to use an agent to claim. See 'New claimant' on page 2.

Australian Business Number (if applicable)

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Postal address

  


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 Postcode

Physical address if different to postal address

  


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 Postcode

Phone number

Mobile number

Email

## 2 Claims agent details

I nominate the following person or business to act as my/our claims agent in accordance with the Ministerial Directions for the operation of the Tasmanian Freight Equalisation Scheme.

  


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## 3 Payments

All TFES payments claimed on behalf of the claimant should be credited to the:

Claimant's bank account

Claims agent's bank account

It is my understanding that the claims agent will pass on the full amount of TFES assistance claimed on my behalf.

## Privacy notice

### 4 You need to read this

#### Privacy and your personal information

The privacy and security of your personal information is important to us, and it is protected by law. We need to collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to [servicesaustralia.gov.au/privacy](http://servicesaustralia.gov.au/privacy)

## Declaration

### 5 I declare that:

- I have the authority to authorise all the above details on behalf of the company or organisation.
- I have read and agree to comply with the Ministerial Directions for the Tasmanian Freight Equalisation Scheme.
- the above information to the best of my knowledge and belief, is not false or misleading in any material particular.
- the information I have provided in this form is complete and correct.

#### I understand that:

- giving false or misleading information is a serious offence.

Name

Title or Position

See 'Who can authorise this form' on page 2.

Signature



Date

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See 'Returning this form' on page 2.



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## Ministerial Directions

Ministerial Directions for the Tasmanian Freight Equalisation Scheme are available at:  
[infrastructure.gov.au/transport/programs/maritime/tasmanian/scheme.aspx](http://infrastructure.gov.au/transport/programs/maritime/tasmanian/scheme.aspx)

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## Who can authorise this form

If a **business** is authorising a claims agent, then the form must be certified by:

- an owner
  - a partner
  - a director
  - a company secretary, or
  - the manager of the company, for example, Chief Finance Officer or General Manager.
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## Revoking authorisation

Authorising a person or organisation to enquire, act on your behalf or receive your payment does not take away your right to deal with Services Australia about your TFES business. This authorisation can be cancelled or changed at any time.

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## New claimant

Before you can claim, or a claims agent can claim on your behalf, you must be registered as a Tasmanian Freight Equalisation Scheme claimant. Information and forms are available on the Services Australia website [servicesaustralia.gov.au/tfes](http://servicesaustralia.gov.au/tfes)

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## Note

- You do not have to use a claims agent to make a claim under the Tasmanian Freight Equalisation Scheme.
  - If you use a claims agent to lodge your claims, that claims agent will receive the correspondence relating to any claims made on your behalf. This includes payment and rejection letters. The claims agent will also receive other correspondence relating to eligibility and registration of items, if they undertake these on your behalf.
  - If you use a claims agent, the claims agent must notify you in writing, within 30 days of receiving notice that your claim has been paid, of the amount of assistance paid by Services Australia in respect of any of your claims.
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## Returning this form

Return this completed form to:

Email: [tfes.support@servicesaustralia.gov.au](mailto:tfes.support@servicesaustralia.gov.au)

Post: **Services Australia  
Tasmanian Transport Schemes  
GPO Box 1269  
Hobart TAS 7001**

Fax: **(03) 6208 9976**

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## For more information

Go to [servicesaustralia.gov.au/tfes](http://servicesaustralia.gov.au/tfes)

Call us on **131 158** call charges may apply

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