

## REGISTRATION APPLICATION / AMENDMENT FORM

Please select the purpose of this form:

☐ New consultant

☐ Update information

☐ Remove my listing

<b>Title:</b>	<b>Given name/s:</b>	<b>Surname:</b>
<b>Qualifications (abbreviated):</b>		
<b>Key areas of specialisation:</b>		
<b>Company:</b>		
<b>ABN:</b>	<b>Are you registered to collect the GST:</b>	
<b>Preferred postal address:</b>		
<b>Work phone:</b>	<b>Facsimile:</b>	
<b>Mobile:</b>	<b>Home phone (optional):</b>	
<b>Email:</b>		
<b>Hourly rate for consulting work (excluding GST): \$</b>		

<b>Do you have experience consulting as an expert witness:</b>
<b>If so, please outline briefly below:</b>
<b>Have you had experience in giving evidence? If yes, in which courts?</b>

<b>Please provide the details of two (2) referees that you have worked with who can be contacted by Expert Consulting:</b>
<b>Contact 1:</b>
<b>Relationship to you:</b>
<b>Contact 2:</b>
<b>Relationship to you:</b>

<b>Do you hold an appropriate level of insurance to undertake expert opinion consulting?:</b>
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Please read the information overleaf regarding privacy before signing:

Signature:

Date:

Please return this form with a copy of your current CV either via email or fax to Expert Consulting. One of our team will be in touch to confirm of the status of your application. We look forward to working with you.



## EXPERT CONSULTING PTY LTD PRIVACY STATEMENT

Expert Consulting Pty Ltd recognises the importance of protecting personal information collected about consultants, in particular, information that is capable of identifying an individual ("personal information"). This Privacy Policy governs the manner in which your personal information, obtained through registration, will be dealt with. This Privacy Policy will be reviewed periodically so that you are updated on any changes. We welcome your comments and feedback.

Expert Consulting will be referred to as "we", "our" and "us" in this Privacy Policy. We comply with the National Privacy Principles (NPPs) of the *Privacy Act 1988* (Cth) (the Privacy Act).

A copy of our Privacy Policy relating specifically to our website is available at [expertconsulting.com.au](http://expertconsulting.com.au). By providing your information, you agree to the Privacy Policy set out on the following pages. We reserve the right, at our discretion, to modify or remove portions of this Privacy Policy at any time. This Privacy Policy is in addition to any other terms and conditions applicable to dealing with us.

### Personal Information

1. As part of the process of registering you, we collect personal information about you in order for you to take full advantage of our services. To do this it may be necessary for you to provide additional information to us as detailed below.
2. For example, we may need to collect such information to provide you with further services or to answer or forward any requests or enquiries. It is our intention that this policy will protect your personal information from being dealt with in any way that is inconsistent with applicable privacy laws in Australia.

### Use of Information

3. Personal information submitted is used only for the purpose for which it is submitted or for such other secondary purposes that are related to the primary purpose, unless we disclose other uses in this Privacy Policy or at the time of collection. Copies of correspondence sent that may contain personal information, are stored as archives for record-keeping and back-up purposes only.
4. Registration is completely optional. Registration may include submitting your name, email address, address, telephone numbers, curriculum vitae and option on receiving updates and promotional material and other information.





5. Apart from where you have consented or where disclosure is necessary to achieve the purpose for which it was submitted, personal information may be disclosed in special situations where we have reason to believe **that doing** so is necessary to identify, contact or bring legal action against anyone damaging, injuring, or interfering (intentionally or unintentionally) with our rights or property, users, or anyone else who could be harmed by such activities. Also, we may disclose personal information when we believe in good faith that the law requires disclosure.
6. We may engage third parties to provide you with goods or services on our behalf. In that circumstance, we may disclose your personal information to those third parties in order to meet your request for goods or services.

### **Security**

7. We strive to ensure the security, integrity and privacy of personal information submitted to us, and we review and update our security measures in light of current technologies.
8. In addition, our employees and the contractors who provide services related to our information systems are obliged to respect the confidentiality of any personal information held by us. However, we will not be held responsible for events arising from unauthorised access to your personal information.

### **Access to Information**

9. We will endeavour to take all reasonable steps to keep secure any information which we hold about you, and to keep this information accurate and up to date. If, at any time, you discover that information held about you is incorrect, you may contact us to have the information corrected.
10. If you have any further queries relating to our Privacy Policy, or you have a problem or complaint, please contact us.
11. For more information about privacy issues in Australia and protecting your privacy, visit the Australian Federal Privacy Commissioner's web site; <http://www.privacy.gov.au/>.

