



Change to licence details notification

Dangerous Goods Safety Act 2004 and regulations

ABN: 69 410 335 356

The Department must be informed within 14 days of any material change to the details on a licence, registration and dangerous goods security card, including:

- Change of residential, business or postal address
- Change to contact details
- Change to licence holder's name (individual, body corporate, partnership or trust)
- Change to business trading name

Complete and submit the form with required supporting information (see section 5 for required supporting information). Lodgement details are provided over.

For a dangerous goods and explosives driver licence, shotfirer licence and dangerous goods security cardholder changes must be made online through the Safety Regulation System (SRS) - refer to section 6 for information to access SRS.

For non-personal licence amendments and transfers, please refer to www.dmirs.wa.gov.au/Dangerous-Goods for the application form appropriate to the licence type.

1. Licence holder name and licence numbers affected by the change

Licence holder name – for a change of name, please use the current name shown on licence

Enter licence number(s) e.g. ETS012345. If insufficient space please attach a separate sheet

2. Change of address details

a. Change to residential or business address

Unit no. Street no. Lot no. Street Type
Town / suburb State Postcode

Is this residential or business address to be used as your postal address? Yes No

If your postal address has changed, please complete **Change to postal** address section below.

b. Change to postal address

Unit no. Street no. Lot no. Street Type
Town / suburb State Postcode

c. Change to contact details

Phone no. Mobile no.
Email

3. Change of name details

a. Change to individual name

Surname Given names
Date of birth
Previous name in full (if applicable)

b. Change to body corporate, partnership or trust

Please tick relevant box Body corporate Partnership Trust

Name
ACN
Previous name in full (if applicable)

c. Change to business trading name

Name
ACN
Previous name in full (if applicable)

4. Declaration

I understand by submitting this application:

- I am certifying the information provided and the documents submitted in support of it, are true and correct, and
- I understand that providing false or misleading information in an application is an offence, and
- All future correspondence from the Department in relation to this application will be received electronically.

Name of person making declaration
Date of declaration

5. Supporting information

The following applicable proof of identity evidence must be lodged with your submission.

Individual

Change by choice

- Change of name document issued by government registry

Marriage

- Marriage certificate issued by government registry

Divorce

- Birth certificate issued by government registry, and
- Divorce order issued by a court, and
- Document showing the new name, or
- Where no physical evidence of the change exists, attach a statutory declaration outlining the circumstances of the change.

Body corporate

- Certificate of registration of change of name issued by the Australian Securities and Investments Commission.

A change of name is only permitted if the same ACN is retained, or a transfer of licence is required.

Partnership

- Evidence of the partnership including name, home address and contact details of **all** partners and the business in which the partnership is engaged in, and
- Statutory declaration from each partner confirming the new name of the partnership

Trust

- Evidence of the trust which states the name of the trust, and
- Name, home address and contact details of one of the trustees, and
- If the nominated trustee is a body corporate or partnership, the documents listed for a body corporate or partnership are also required.

6. Application lodgement

Licence or card type	Lodgement options
For licence types other than those listed below	<p>Complete this application form and submit with the required supporting information.</p> <p>By email csso@dmirs.wa.gov.au</p> <p>By post Department of Mines, Industry Regulation and Safety 100 Plain Street, East Perth WA 6004</p> <p>In person Department of Mines, Industry Regulation and Safety 1 Adelaide Terrace, East Perth Office hours: 8.30 am to 4.30 pm Telephone: (08) 9358 8001</p>
Dangerous goods vehicle licence only	<p>Your application must be lodged via the online departmental submissions portal. Save your completed application form to your computer.</p> <p>To commence your application, click on Submit application. When in the portal select <i>Change of details</i> in the drop down box selector and attach your saved application form along with any supporting information required.</p> <p style="text-align: center;">Submit application</p> <p>For more information on submitting an application electronically via the departmental submissions, see Departmental submissions flyer</p>
Dangerous goods driver licence Explosives driver licence Shotfirer licence Dangerous goods security card	<p>Changes to personal details (e.g. change of name, change to address and date of birth correction) must be updated via the Safety Regulation System (SRS).</p> <ul style="list-style-type: none"> If you have an existing SRS Ex account, log on to SRS Enter your ex-account number and password If you are a new user go to SRS new user Register for an ex-account number and update your personal details

Incomplete applications cannot be processed and may be returned.