

Do Not Call Register

Application to register numbers

What is the Do Not Call Register?

The Do Not Call Register is a secure database where you can register your Australian numbers to opt out of receiving most unsolicited telemarketing calls or marketing faxes. Registration is free and you only need to do it once.

What numbers can be registered on the Do Not Call Register?

- > Numbers that are used or maintained primarily for private or domestic purposes. Individual account holders or nominees acting on behalf of other individual account holders can register these numbers.
- > Numbers that are used or maintained exclusively for use by a government body. Authorised officers of government bodies can register these numbers.
- > Numbers that are used or maintained exclusively for transmitting and/or receiving faxes. Authorised officers of businesses can register these numbers.

How to use this form to register numbers

1. Complete all the sections below (A to D) and provide signatures where required.
2. Attach/provide a copy of the front page of a bill or other supporting evidence to verify the account holder for each number.
3. Return the completed form by:

Fax
1300 793 514

Post
Do Not Call Register
PO Box 13206 Law Courts
Melbourne Vic 3010

Email
Scan documents and email to
enquiries@donotcall.gov.au

Section A—Category of person registering numbers (please tick one of the boxes below)

I am applying to register numbers as:

- an individual account holder a nominee acting on behalf of another individual
 an authorised officer acting on behalf of an organisation.

Section B—Statement by account holder/nominee/authorised officer

As the account holder/nominee/authorised officer for the numbers submitted to be registered, I hereby confirm that the numbers submitted are:

- > used or maintained primarily for private or domestic purposes; or
- > used or maintained exclusively for transmitting and/or receiving faxes; or
- > used or maintained exclusively for use by a government body.

I have attached a copy of the front page of a bill or other supporting evidence for each account associated with the numbers to be registered. I understand that providing false or misleading information is a serious criminal offence.

I have read and agree with the entire statement above (please tick the box if you agree).

Signature _____ Date / /

Section C—Your details (so we can contact you to confirm registration or if your application is incomplete)

Name _____

Organisation (if applicable) _____

Postal address _____

Contact telephone _____ Email _____

I prefer confirmation of my registrations by: Mail Email Telephone

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Section D—Numbers to be registered (up to 20 numbers)

If you are an **account holder** or an **authorised officer**, complete all columns except 'Name of nominee'. If you are a **nominee**, complete all columns. Nominees must provide written evidence of their nomination. You may do this by having the account holder(s) sign the Authorisation column in the table below or by providing other written evidence, such as a certified copy of power of attorney.

	Two-digit area code (where required)	Number to be registered	Is this a phone or a phone/fax? (Please tick)		Name of account holder/organisation	Name of nominee (if applicable)	Authorisation: Signature of account holder/authorised officer	Date
			Phone/fax	Phone				
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NOTE: If applying to register more than 20 numbers (bulk registration), please go to www.donotcall.gov.au.

FINAL CHECK

Before submitting this application, check that you have:

- > provided all the information required in sections A to D and signed sections B and D
- > attached a copy of the front page of a bill or other supporting evidence for each number
- > provided the account holder's signature or written evidence of your nomination, if you are a nominee.

The *Privacy Act 1988* (Cth) imposes obligations on the ACMA and the register operator in relation to the collection, security, quality, access, use and disclosure of personal information. These obligations are detailed in the **Australian Privacy Principles** at www.oaic.gov.au. For more information about the collection of data in this form, please see the Do Not Call Register data collection notice at www.donotcall.gov.au.

Office use only

Date received	Date confirmed