# Change of details for Approved Training Provider (ATP) or trainer



**Liquor & Gaming NSW** 

#### Before you complete this form

#### What this form is for:

✓ Use this form if you are an ATP that delivers RSA, RCG, LT or ALT to change personal or contact details for your organisation, contact person or trainer.

There is no cost for submitting this form.

#### Note:

- Do not use this form to add or remove trainers.
  Use the CC0200 'ATP trainer registration form' application form.
- Do not use this form to add or remove users on the online training portal. Use the CC0100 'CC0100 ATP 'Online portal access form' application form.

All these forms are available at liquorandgaming.nsw.gov.au.

- ▲ ATP and trainers' information must be kept current.
- If information is missing, we'll reject the application or we'll need to ask you to supply the required information to support the application. This may delay our response.

#### How to lodge this form

Email the completed form to <a href="mailto:atp.enquiries@">atp.enquiries@</a> liquorandgaming.nsw.gov.au

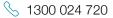
To complete this form online, you need Adobe Reader 5.0 or later. You can download Adobe Reader at get.adobe.com/reader.

#### **Need more information?**

liquorandgaming.nsw.gov.au
Information on ATPs and trainers

are found here liquorandgaming.nsw.gov.au/ working-in-the-industry/training-towork-in-the-industry/for-trainers

<u>atp.enquiries@</u> <u>liquorandgaming.nsw.gov.au</u>



#### Your privacy

We will handle your personal information in accordance with the *Privacy and Personal Information Protection Act 1998.* It is being collected by Liquor & Gaming NSW and will be used for the purpose of processing your application and may be disclosed to other Government agencies for this purpose. You have the right to request access to, and correct details of, your personal information held by us. You can access further information on privacy at liquorandgaming.nsw.gov.au.

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### NSW GOVERNMENT

## **Change of details for ATP or trainer**

**Liquor & Gaming NSW** 

Part 1 ATP registration details	Business street address
ATP licence no.*	
CCR	
*You must provide your CCR licence number on this form. Your form can't be processed without it.	Suburb/town/city
ASQA no.	State Postcode
ABN LL LLL LLLL	Country if not Australia
ACN LLLLLLLLL	
Part 2 Current details for ATP	Postal address as above
Tart 2 Carrent actails for ATI	Postal address
Complete this section if you want to update the contact details for the ATP.	GPO/PO box or street address
ATP name	
Trading name	Suburb/town/city
	State Postcode
Email	
	Part 3 Current details for primary contact person
Contact phone	Complete this section if you want to update the details for the primary contact person.
	Position at ATP
	☐ Mr ☐ Ms ☐ Mrs ☐ Miss ☐ Other ☐
	Given name
	Middle name

Family name

Date of birth	Suburb/town/city
DD/MM/YYYY	
Place of birth	State Postcode
Residential address	Contact phone
	Email
Suburb/town/city	Part 5 Current details for trainer
State Postcode	Make copies of this page as required trainers. Please only use one page per trainer.
Contact phone	Copy page L
Email	Trainer licence no.*  CCT
Part 4 Current details for secondary	Training competency
contact person	RSA  Online Classroom
Complete this section if you want to update the details for the secondary contact person.	RCG
Position at ATP	Classroom
	Licensee Training  Online Classroom
☐ Mr ☐ Ms ☐ Mrs ☐ Miss ☐ Other ☐	Advanced Licensee Training
Given name	Online Classroom
	Trainer personal details
Middle name	☐ Mr ☐ Ms ☐ Mrs ☐ Miss ☐ Other ☐
Family name	Given name
Talliny Hallio	
Date of birth	Middle name
DD / MM / YYYY	
Place of birth	Family name
Residential address	Date of birth
	DD / MM / YYYY
	Place of birth

Residential address
Suburb/town/city
State Postcode
Email
Contact phone
Are you advising of a change of name for this trainer?
☐ Yes ☐ No
If Yes, provide the trainer's previous full name
Part 6 Declaration
■ I declare that the information I have provided is true, correct and complete, and that I have made all reasonable enquiries to obtain the information required to complete this form.
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