



About the F67 application form

Application for consent to change the name of an organisation

Who can use this form

Use this form if you want to obtain the consent of the Fair Work Commission (Commission) to change the name of an organisation registered under the [Fair Work \(Registered Organisations\) Act 2009](#) (RO Act).

About applications for name changes

A change to the name of an organisation will not take effect unless the Commission consents to that name change under s.158 of the RO Act and Regulation 121 of the [Fair Work \(Registered Organisations\) Regulations 2009](#) (RO Regulations).

Once the application is lodged, the General Manager of the Commission will publish a notice in the Government Gazette to inform interested parties of the application (RO Regulations, reg. 122). An interested organisation, association or person can lodge an objection to the application within 35 days of the publication of that notice (see RO Regulations, reg. 124(1)).

In dealing with an application to change the name of an organisation, the Commission will not (RO Regulations, reg. 125(1)):

- refuse to grant the application without giving the applicant an opportunity to be heard, or
- grant the application without giving any objector to the application (provided that the requirements for lodging an objection have been complied with) an opportunity to be heard.

If the Commission consents to the organisation's name change, the change will take effect on the date specified in the consent or in other cases on the day of the consent (RO Act, s.158(9)). For more information, please see the Commission's [webpage on altering the rules of registered organisations](#).

Lodging your completed form

Lodge this application form along with any accompanying documents with the Commission (RO Regulations, reg. 121).

You can lodge your application:

- by email to regorgs@fwc.gov.au, or
- by post or in person at the [Commission's office](#) in your state or territory.

Where to get help

Commission staff & resources

Commission staff cannot provide legal advice. However, staff can give you information on:

- processes in the Commission
- how to make an application to the Commission
- how to fill out forms
- where to find useful documents such as legislation and decisions
- other organisations that may be able to assist you.

The Commission's website www.fwc.gov.au also contains a range of information that may assist.

Throughout this form



This icon appears throughout the form. It indicates information to help you answer the question following.

Legal or other representation

Representation is where another person (such as a lawyer or paid agent, or an employee of a union or employer organisation) speaks or acts on a person's behalf, or assists a person in certain other ways in relation to a matter before the Commission. There is no requirement to be represented at the Commission.

There are some restrictions on representation by a lawyer or paid agent.

Generally, a person must give notice to the Commission (by lodging a Form F53 – Notice that a person: (a) has a lawyer or paid agent; or (b) will seek permission for a lawyer or paid agent to participate in a conference or hearing) and seek permission from the Commission Member dealing with the matter if they wish to have a lawyer or paid agent represent them by participating in a conference or a hearing.

Apart from participating in a conference or hearing, a person's lawyer or paid agent can represent them without permission, unless the Commission decides otherwise. For example, the lawyer or paid agent can prepare and lodge written applications, responses and submissions with the Commission, and communicate in writing with the Commission and other parties to the matter on the person's behalf.

The requirement to give notice and seek permission for a lawyer or paid agent to participate in a conference or hearing, does not apply if the lawyer or paid agent is:

- an employee or officer of the person or
- a bargaining representative that is representing the person or
- an employee or officer of an employee or employer organisation, or an association of employers or a peak council, that is representing the person.

Rule 13(2) of the [Fair Work Commission Rules 2024](#) sets out further exceptions to the requirement to give notice and seek permission.

For more information about representation by lawyers and paid agents, see section 596 of the [Fair Work Act 2009](#), rules 11, 12, 13 and 14 of the [Fair Work Commission Rules 2024](#) and the Commission's [practice note on representation by lawyers and paid agents](#).

Glossary of common terms

Applicant – This is the association that is making the application.

Interested person – To be interested, a person must have an 'industrial interest' in the matter (see *Metropolitan Coal Co of Sydney Ltd v Australian Coal and Shale Employees Federation* (1917) 24 CLR 85). This may include an organisation member or an official from another organisation.

Lawyer – This is a person who is admitted to the legal profession by a Supreme Court of a State or Territory.

Objector – The person or party objecting to an application made by an Applicant.

Paid agent – In relation to a matter before the Commission, is an agent (other than a bargaining representative) who charges or receives a fee to represent a person in the matter.

Party – A party is a person, organisation or association involved in a matter or case that is brought to the Commission.

Privacy

The Commission collects the information (including personal information) provided to it in this form for inclusion on the case file, and may disclose this information to the other parties to this matter and to other persons. For more details of the Commission's collection, use and disclosure of this information, please see the [Privacy notice](#) for this form, or ask for a hard copy to be provided to you.



Remove this cover sheet and keep it for future reference – it contains useful information.



Form F67 – Application for consent to change the name of an organisation

Fair Work (Registered Organisations) Act 2009, s.158, Fair Work (Registered Organisations) Regulations 2009, reg. 121

This is an application to change the name of an organisation lodged with the Fair Work Commission in accordance with s.158 of the *Fair Work (Registered Organisations) Act 2009* and reg. 121 of the *Fair Work (Registered Organisations) Regulations 2009*.

The Applicant



These are the details of the organisation making an application for consent to change its name.

Legal name of organisation			
Trading name of organisation			
ABN/ACN			
Contact person			
Postal address			
Suburb			
State or territory		Postcode	
Phone number			
Email address			

Note: If you provide a mobile number the Commission may send reminders to you via SMS.



If an application is not made in accordance with the requirements of reg. 121, the General Manager of the Commission must tell an applicant how the application or any statement made fails to comply with this regulation (see reg. 121(3)).

How would you prefer us to communicate with you?

- Email (you will need to make sure you check your email account regularly)
- Post

Does the Applicant need an interpreter?



If the Applicant has trouble accessing this information, please contact us. We can arrange to provide it in another format. You can find information about [help for non-English speakers](#) on our website.

Yes – Specify language

No

Does the Applicant require any special assistance at the hearing or conference (e.g. a hearing loop)?

Yes – Please specify the assistance required

No

Does the Applicant have a representative?



A representative is a person or organisation who is representing the Applicant. This might be a lawyer or paid agent, a union or employer organisation, or a family member or friend. There is no requirement to have a representative.

Yes – Provide representative’s details below

No

Applicant’s representative



These are the details of the person or organisation who is representing the Applicant (if any).

Name of person			
Firm, organisation or company			
Representative’s ABN (if applicable)			
Postal address			
Suburb			
State or territory		Postcode	
Phone number			
Email address			

Is the Applicant’s representative a lawyer or paid agent?

<input type="checkbox"/> Yes – please select:	<input type="checkbox"/> Lawyer <input type="checkbox"/> Paid agent
<input type="checkbox"/> No	

1. Proposed name of the organisation

1.1 Specify the proposed new name of the organisation and the reason for the proposed change.



Using numbered paragraphs, set out your response.

Attach additional pages if necessary.

1.2 Was the change made in accordance with the rules of the organisation?



You must attach a declaration that (RO Regulations, reg. 121 (2)(c)):

- specifies if the change was made in accordance with the organisation’s rules
- states what action was taken under those rules to make the change, and
- verifies the facts stated in the application.

Yes – Attach the declaration

No

Attach additional pages if necessary.

1.3 Confirm that the proposed new name of the organisation is *not* the same as the name of another organisation or is *not* so similar to the name of another organisation as to be likely to cause confusion (see RO Act, ss.158(3)(a) and (b)).



Using numbered paragraphs, set out your response.

Attach additional pages if necessary.

1.4 Have arrangements been made to publish a notice of this application on the organisation’s website?



The organisation must publish on its website, if it has one, a notice that it has lodged with the Commission the application for consent to change its name (RO Regulations, reg. 121(4)).

Yes – If yes, provide details

No

Attach additional pages if necessary.

Authority to sign and signature



If you are completing this form electronically and do not have an electronic signature, type your name in the signature field.

The application must be under the common seal of the organisation or signed by a person authorised to sign it (see RO Regulations, reg. 13).

For 'Authority to sign':

- If you are signing for the organisation – insert your office or explain your authority to sign
- If you are the organisation’s representative and have provided your details in this form – insert 'Representative'.

Signature or common seal	
Name	
Date	
Authority to sign	

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR OWN RECORDS