



This form, when completed, will be classified as '**For official use only**'.  
For guidance on how your information will be treated by the TGA see: Treatment of information provided to the TGA at  
<<https://www.tga.gov.au/treatment-information-provided-tga>>.

## Updating organisation administrator

Use this form to nominate a new representative from your organisation to be the administrator. This person will be able to add, remove and update contact details.

For more information about the Administrator role see:  
<<https://www.tga.gov.au/tga-business-services-how-use-site#administrator-role-specific-information>>.



This form collects information about the legal entity making applications under the *Therapeutic Goods ACT 1989* and the authority granted by that entity to another to make applications on its behalf.

[TGA Business Services \(TBS\) Terms and Conditions](#)

### Organisation details

Organisation name:

Organisation ID:

### Administrator details

Previous Administrator  
(if known):

New Administrator  
name:

Email address:

Phone:

Date:

# Declaration

**Please note:** The following declaration must be signed by an authorised contact of the Sponsor

I declare that the information provided in this form is true and correct ☐

Printed name:

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Position in company:

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Signature:

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Date:

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