



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](#)

Organisational details

Organisation name:	<input type="text"/>
Organisation ID:	<input type="text"/>

TGA Business Services

Previous Administrator if known:	<input type="text"/>		
Administrator name:	<input type="text"/>		
Email address:	<input type="text"/>		
Telephone No.:	<input type="text"/>	Mobile No.:	<input type="text"/>
Fax No.:	<input type="text"/>	Date:	<input type="text"/>

Declaration

Note: The following declaration must be signed:

- For a corporation, by the company director or company secretary
- For other clients, by the owner, partner or individual

I declare that the following information is correct:

Printed name:

--

Position in company:

--

Signature:

--

Date:

--