

## SPEAR Organisation Registration Form – Referral Authority

Once completed, this form can be sent via email to [spear.info@delwp.vic.gov.au](mailto:spear.info@delwp.vic.gov.au) or mailed with your signed SPEAR Access Agreements.

Organisation Information		
Organisation Name (this will be displayed in SPEAR)		
ABN		
Regional Office *		
Office address	Unit No / Street No Street Name Suburb <span style="float: right;">Postcode</span>	
Postal address	Post Office Box <span style="float: right;">or Street No</span> Street Name Suburb <span style="float: right;">Postcode</span>	
Phone (Switchboard number)		
Fax		
TTY number (if applicable)		
Public email address (generic organisational email address)		
SPEAR Information		
Local Administrator (nominated referral authority person)	Name: Phone number: Email:	
Local Administrator for all regional offices	Yes / No	
Local Administrator for this office only	Yes / No	
SPEAR Notifications		
Email address for subdivision applications		
Email address for planning applications		
List of referring Councils		

\* For organisations that have regional offices: you will need to supply a separate form for each office requiring registration for SPEAR. (e.g. you will need to identify the Regional Office as 'VicRoads - Bendigo', 'VicRoads - North Region', etc.)

## SPEAR User Details

	First name	Last name	Phone Number	Direct work email address	Access Type • Standard • Password
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