

SPEAR Organisation Registration Form - Applicant Contact

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

Organisation Information	
Organisation Name (this will be displayed in SPEAR)	
Registered Entity/Legal name (Licensed Surveyors note: as registered with Symantec digital certificate)	
ABN (for Entity name)	
Regional Office *	
Office address	Unit No / Street No Street Name Suburb Postcode
Postal address	Post Office Box or Street No Street Name Suburb Postcode
Phone (Switchboard number)	
Fax	
TTY number (if applicable)	
Public email address (generic organisational email address)	
SPEAR - Local Administrator	
Local Administrator (nominated staff member)	Name: Phone number: Email:
Local Administrator for <u>all</u> regional offices	Yes / No
Local Administrator for this office only	Yes / No
SPEAR Notifications	
Email address for subdivision applications	
Email address for planning applications	
Digital Certificates (Licenced Surveyors only)	
ABN-DSC Authorised Officer (#1)	Name: (as registered with Symantec digital certificate) Phone number: Email:
ABN-DSC Authorised Officer (#2)	Name: (as registered with Symantec digital certificate) Phone number: Email:

* For organisations that have regional offices: you will need to supply a separate form for each office/site requiring registration for SPEAR. (e.g. you will need to identify the Regional Office as 'ABC Surveyors - Geelong', 'ABC Surveyors - Horsham', etc.)

SPEAR User Details

	First name	Last name	Phone Number	Direct work email address	Access Type • Standard • Password • Digital Signing (Licensed surveyors)	Surveyors Registration Number (if applicable)
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