

## Trades Recognition Australia

### Nomination of a Migration Agent or Representative

Completing this form will give authorisation to a migration agent/representative to enquire or act on behalf of an applicant for all Trades Recognition Australia (TRA) skills assessments services.

#### WHO CAN BE AN AGENT OR REPRESENTATIVE?

A migration agent who helps with a Trades Recognition Australia (TRA) skills assessment must either:

- be registered with OMARA (Office of the Migration Agents Registration Authority) under section 280 of the Migration Act 1958, **or**
- qualify under one of the exemption categories listed in the same section.

Others who can help include:

- Australian lawyers,
- Unpaid family members or friends,
- Certain officials.

If TRA learns that an unregistered migration agent is involved in a skills assessment, TRA will report them to OMARA (part of the Department of Home Affairs) for investigation.

Please remember: if you are not a registered migration agent or an Australian lawyer, you **must not** charge or receive any fee or reward for providing immigration assistance. As of 16 December 2025, doing so can result in up to 10 years in prison under section 281 of the Migration Act 1958.

Please refer to the [Migration Act 1958](#) for up-to-date information.



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Trades Recognition Australia

## NOMINATION DETAILS

### 1. TRA Reference Number

### 2. Applicant details

Mr  Mrs  Miss  Ms  Other

Applicant Family name

Applicant first given name

Applicant second given name

### 3. Date of birth dd/mm/yyyy

### 4. Address

Postcode

Email address

Contact phone number

### 5. Migration agent/representative details

Mr  Mrs  Miss  Ms  Other

Migration agent/ representative Name

### 6. Nominated migration agent/representative organisation details (if applicable)

Name of organisation

Australian Business Number (ABN)

MARA No (if applicable)

### 7. Migration agent/representative contact details

Street address

Postcode

Postal Address (if different to above)

Postcode

Email

Phone Number

Fax Number



Australian Government



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## PRIVACY NOTICE AND DECLARATION

### Privacy Notice

Your personal information is protected by law, including the Privacy Act 1988. The Department of Employment and Workplace Relations (the department) collects your information to run Trades Recognition Australia programs. To do this, the department may collect, use, and share your personal information, including sensitive information.

Sometimes, the department may need to share information with other organisations to deliver these programs. This may include organisations outside Australia. Some overseas organisations are covered by different privacy laws that do not provide the same protections as Australian laws. By submitting this form, you agree that the department may collect your sensitive information and share your personal information with overseas recipients. The department will not make sure that any overseas recipients follow Australia's privacy laws.

The department may also get your personal information from or share it with, other people or organisations. This may include service providers who help deliver Trades Recognition Australia programs, or someone you have authorised to act on your behalf. You can learn more about how the department handles your personal information, including how to access or correct it, or how to make a privacy complaint, by reading our full privacy policy at [dewr.gov.au/using-site/privacy-notice](https://dewr.gov.au/using-site/privacy-notice)

You can also request a copy by emailing [privacy@dewr.gov.au](mailto:privacy@dewr.gov.au)

### Declaration

This declaration is made by the person submitting the form. If you are an authorised representative or employer, the declaration applies to the information you provide on behalf of the customer named in this form.

By submitting this form to Trades Recognition Australia, I confirm that:

- the information provided, including any supporting documentation is complete and correct
- I can access the department's privacy policy
- I have read and understand the Privacy Notice
- I consent to the department collecting my sensitive information for the purposes explained in the Privacy Notice

I consent to the department sharing my personal information with overseas recipients. I understand the department will not make sure that any overseas recipients follow Australia's privacy laws for the purposes outlined in the Privacy Notice.



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I understand that:

- giving false or misleading information is a serious offence and may lead to penalties under Australian law
- if any information provided is found to be false or misleading, the skills assessment application or outcome may be cancelled
- I must tell Trades Recognition Australia if any of my information changes within 14 days of the change

\*Job Ready Program (JRP) applicants please note: All communications relating to your Job Ready Employment (JRE) or Job Ready Workplace Assessment (JRWA) will be directly with you, the applicant.

Applicant signature

Date  
(DD/MM/YY)

Agent/ representative  
signature

Date  
(DD/MM/YY)