



Application for reconsideration of a decision made by the delegate of the AUSTRAC CEO

About this form

This is an approved form made for the purposes of section 233D of the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (AML/CTF Act).

Purpose of this form

Please complete this form if your business is seeking reconsideration of a reviewable decision made by a delegate of the AUSTRAC CEO.

Reviewable decisions are specified under section 233B of the AML/CTF Act. They are a decision to:

- refuse the registration of your business, including a deemed refusal, under sections 75B(6), 75C, 76D(4) or 76E of the Act
- cancel registration of your business under sections 75G or 76J of the Act
- impose conditions on the registration of your business under sections 75E or 76G of the Act
- refuse the renewal of the registration of your business under sections 75J(2)(f) and 76L(2)(f) of the Act, and section 4-32 of the AML/CTF Rules 2025
- give written notice under section 161(2) of the Act, including requiring you to appoint an external auditor
- not allow a longer period of time to provide the external auditor's report under section 161(2)(d)(ii) of the Act
- issue a notice directing you to take specified actions under section 191(2) of the Act.

Important information

Under paragraph 233D(3)(c) of the AML/CTF Act, a request for reconsideration of a decision must be made within **30 days** after you are informed of the decision, or such longer period as the AUSTRAC CEO allows.

Submitting this form

You should send the completed form to contact@austrac.gov.au

Alternatively, you can send the form to:

AUSTRAC – Contact Centre
PO Box K534
Haymarket NSW 1240

You will receive confirmation once your application has been received.

Further information

For help regarding your obligations under the AML/CTF Act, contact the AUSTRAC Contact Centre:

- **Email:** contact@austrac.gov.au
- **Phone:** 1300 021 037 (a local call within Australia).

Require Assistance?

If you have a disability and require assistance completing this form please contact the AUSTRAC Contact Centre:

- **Email:** contact@austrac.gov.au
- **Phone:** 1300 021 037 (a local call within Australia).

If you need a translator in order to speak to AUSTRAC, please call the Translating and Interpreting Service on 131 450 and ask for AUSTRAC on 1300 021 037.

Should you require the National Relay Service (within Australia):

- TTY or computer with modem users phone 133 677 and ask for 1300 021 037
 - Speak and listen (speech to speech relay) users phone 1300 555 727 and ask for 1300 021 037
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Application for reconsideration of a decision made by the delegate of the AUSTRAC CEO

Applicant information

Name of applicant:

ABN, ACN, ARBN and ARSN (as applicable):

ABN:

ACN:

ARBN:

ARSN:

Postal address:

Phone number:

Email:

Decision to be reconsidered

Please select the decision type that you want reconsidered:

- Remittance service provider:
- Virtual asset service provider:
- Other:

Please provide details of the decision that the applicant is seeking reconsideration of to the extent the information is known to the applicant.

AUSTRAC decision reference number:

Date of the decision:

Date the applicant was informed of the decision:

Name of the delegate of the AUSTRAC CEO who made the decision:

Provide as much detail as possible about the decision and the reasons for seeking reconsideration of the decision:

Detail of the decision and the reasons for seeking reconsideration continued...



If more space is required attach additional pages

Supporting documents (optional)

Please list any additional documentation you are providing with this form in support of your application.

Details of the person completing the form

Provide details of the person completing this form.

Full name:

Job title or position:

Phone number:

Email:

If the application is completed by a person other than the applicant, details of the person's role or relationship to the applicant:



Before you sign this form

Make sure you have answered all the relevant questions correctly and read the privacy statement located at the end of this form before you sign and date the declaration. An incomplete form may delay processing, and we may ask you to complete a new form.

Statutory declaration

The applicant must **also complete** and attach the Statutory Declaration at Annexure A.

I confirm the statutory declaration is attached.

Signature of person completing this application

Date:

Signature:

Privacy statement

The information collected in this form will be used by AUSTRAC for the purposes of managing your application for the reconsideration of an AUSTRAC decision made by a delegate of the AUSTRAC CEO where the decision is a **reviewable decision** under section 233B of the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (AML/CTF Act), and for other lawful purposes under the AML/CTF Act and the *Privacy Act 1988*. If you do not provide the personal information sought by this form, your ability to seek reconsideration of an AUSTRAC delegate's decision under section 233B of the AML/CTF Act may be affected.

Information on how the personal information you supply through this form will be handled, including how this information may be disclosed to other organisations and how you may seek access to, or amendment of, this information or make a complaint about the way AUSTRAC handles this personal information is available in the AUSTRAC [Privacy Policy](#) and [Privacy Statement](#).

A statutory declaration under section 9 of the *Statutory Declarations Act 1959* may be made before—

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Architect	Chiropractor	Dentist
Financial adviser	Financial Planner	Legal practitioner
Medical practitioner	Midwife	Migration agent registered under Division 3 of Part 3 of the <i>Migration Act 1958</i>
Nurse	Occupational therapist	Optometrist
Patent attorney	Pharmacist	Physiotherapist
Psychologist	Trade marks attorney	Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a state or territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

Accountant who is:

- a) a fellow of the National Tax Accountants' Association; or
- b) a member of any of the following:
 - i. Chartered Accountants Australia and New Zealand;
 - ii. the Association of Taxation and Management Accountants;
 - iii. CPA Australia;
 - iv. the Institute of Public Accountants

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public

APS employee engaged on an ongoing basis with 5 or more years of continuous service who is not specified in another item in this list

Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)

Bailiff

Bank officer with 5 or more continuous years of service

Building society officer with 5 or more years of continuous service

Chief executive officer of a Commonwealth court

Clerk of a court

Commissioner for Affidavits

Commissioner for Declarations

Credit union officer with 5 or more years of continuous service

Employee of a Commonwealth authority engaged on a permanent basis with 5 or more years of continuous service who is not specified in another item in this list

Employee of the Australian Trade and Investment Commission who is:

- (a) in a country or place outside Australia; and
- (b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
- (c) exercising the employee's function at that place

Employee of the Commonwealth who is:

- (a) at a place outside Australia; and
- (b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and
- (c) exercising the employee's function at that place

Engineer who is:

- a) a member of Engineers Australia, other than at the grade of student; or
- b) a Registered Professional Engineer of Professionals Australia; or
- c) registered as an engineer under a law of the Commonwealth, a state or territory; or
- d) registered on the National Engineering Register by Engineers Australia

Finance company officer with 5 or more years of continuous service

Holder of a statutory office not specified in another item in this list

Judge

Justice of the Peace

Magistrate

Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

Master of a court

Member of the Australian Defence Force who is:

- a) an officer
- b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service
- c) a warrant officer within the meaning of that Act

Member of the Australasian Institute of Mining and Metallurgy

Member of the Governance Institute of Australia Ltd

Member of:

- a) the Parliament of the Commonwealth
- b) the Parliament of a state
- c) a territory legislature
- d) a local government authority

Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*

Notary public, including a notary public (however described) exercising functions at a place outside

- a) the Commonwealth
- b) the external territories of the Commonwealth

Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office providing postal services to the public

Permanent employee of

- a) a state or territory or a state or territory authority
- b) a local government authority

with 5 or more years of continuous service, other than such an employee who is specified in another item of this list

Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made

Police officer

Registrar, or Deputy Registrar, of a court

Senior executive employee of a Commonwealth authority

Senior executive employee of a State or Territory

SES employee of the Commonwealth

Sheriff

Sheriff's officer

Teacher employed on a permanent full-time or part-time basis at a school or tertiary education institution