|  |  |
| --- | --- |
| Therapeutic Goods Administration |  |
|  | TGA use only |  |
|  |  |  |

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 <<http://www.tga.gov.au/treatment-information-provided-tga>>.

# Add or remove an Agent from your organisation

Complete this form if you wish to authorise or remove an Agent (e.g. a regulatory affairs consultant) or people external to your company to undertake regulatory correspondence with us.

**Please note:** Agents will have full access to all of your approved records.

|  |  |
| --- | --- |
| Information | [TGA Business Services (TBS) Terms and Conditions](http://www.tga.gov.au/tga-business-services-tbs-terms-and-conditions) |

## Organisation for which the Agent relationship is being amended

|  |  |
| --- | --- |
| Organisation business name: |       |
| Organisation ID: |       |
| I want to: | [ ]  Add an Agent[ ]  Remove an Agent |

## Details of Agent

|  |  |
| --- | --- |
| Agency name: |       |
| Agency organisation ID: |       |
| Telephone: |       | Fax: |       |

## Declaration

|  |  |
| --- | --- |
| Printed name: |       |
| Position in organisation: |       |
| Signature: |  | Date: |       |