

# APPLICATION TO RESTRICT ACCESS TO DETAILS ON THE PUBLIC REGISTER

## INSTRUCTIONS

Commercial Passenger Vehicles Victoria (CPVV) must keep a register of industry participants under the Commercial Passenger Vehicle Industry Act 2017 (Act). Information on the register will be made public, unless CPVV decides that access to that information should be restricted.

### Who should use this form?

If there is information on the register that relates to you, you can apply to CPVV to restrict public access to that information. You can use this form if you want to apply to restrict access to your information on the register.

Information can only be restricted from the public register if CPVV is satisfied that the restriction is justified in the circumstances.

### Why should I use this form?

This application form is a convenient and simple way for you to make an application to restrict public access. It will help you to identify the information you should give CPVV to help you in your application.

CPVV encourages use of an application form for making applications to restrict public access to information on the register.

If CPVV determines to grant your application to restrict public access, your details will not be removed from the register held by CPVV, but they will not be publicly available.

## INFORMATION COLLECTION NOTICE - PRIVACY AND DATA PROTECTION ACT 2014

Commercial Passenger Vehicles Victoria (CPVV) may require you to provide information about you including personal information and sensitive information as defined in the *Privacy and Data Protection Act 2014 (Vic)* and 'health information' as defined in the *Health Records Act 2001 (Vic)* (Information). The Information is required under the *Commercial Passenger Vehicle Industry Act 2017 (Vic)* (Act). The Information will be used for CPVV functions and activities under the Act, including assessing your application to restrict information from the public register. If it is not provided, CPVV may not be able to properly consider your application. The Information may also be used for other purposes under the Act such as for CPVV's lawful regulatory purposes, including the prevention, detection, investigation, prosecution or punishment of criminal offences or misconduct.

CPVV usually discloses the Information to related transport bodies or associations and government agencies such as the Australian Criminal Intelligence Commission, Attorney General's Office, Victoria Police, other law enforcement agencies, VicRoads, CPVV's medical panel, Consumer Affairs Victoria, the Victorian Equal Opportunity and Human Rights Commission and any other government agency or other persons whose activities are relevant to CPVV's functions under the Act. The disclosure is for the purposes of the statutory functions of either CPVV or these government agencies or other bodies or persons. CPVV will also disclose the Information whenever required to do so by law, for example in order to comply with an order of a Court or Tribunal.

You may be contacted by CPVV if we require further information in relation to your application.

You may gain access to the information by contacting or writing to CPVV at [privacy@cpv.vic.gov.au](mailto:privacy@cpv.vic.gov.au), to the Privacy Officer, Commercial Passenger Vehicles Victoria, GPO Box 1716, MELBOURNE, VIC, 3001 or by telephoning 1800 638 802 (toll-free for fixed landlines only). Visit [www.cpv.vic.gov.au](http://www.cpv.vic.gov.au) to view CPVV's Privacy Policy. Alternatively, you may ask CPVV for a copy of the Privacy Policy at any time or request that a copy of the Privacy Policy be sent to you.

Additionally, the gathering and handling of information generally by CPVV is provided for within Part 13 of the Act.

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## PART A: Applicant's details

### 1 I am applying as:

An individual. *If yes, go to Question 3 (My contact details)*

A non-individual (eg corporation, partnership)

### 2 I am applying on behalf of a non-individual as a:

Director

Company Secretary

Partner

Responsible Person or Relevant Person

Other person (please specify)

### 3 My contact details are:

#### Surname

#### First Name

#### Mailing address

  

#### Telephone number(s)

  
  

#### Email

#### Fax

### 4 I am (or my business is) a:

Commercial Passenger Vehicle driver –  
Accreditation number:

Owner of a registered commercial passenger vehicle –  
Registration number:

Booking Service Provider - Registration number:

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## PART B: Details the Applicant wants to have restricted

5 What information do you (or your business) want to have restricted from public access? (Tick each that apply)

All information that relates to me or my business.

OR

My or my business's name

All of my or my business's contact details

Only these business contact details (tick each that applies):

Telephone number

Fax number

Postal address

Email address

Other please specify

6 Why do you want access to your details restricted from the public register?

NOTE: Information can only be restricted from the public register if the TSC is satisfied that the restriction is justified in the circumstances.

Please give details of why you say there are exceptional circumstances that justify the restriction:


You should attach evidence to your application to support your application to restrict the information. Please give details of the evidence you have attached to your application provided here.


7 For how long do you think access should be restricted from the public register?

Always (indefinitely)

Only for a limited period of

Please give reasons for why you are requesting this period.


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## PART C: Declaration

I declare that the information I have provided in this application is true and correct.

I consent to the CPVV collecting, storing and retaining all information (including personal and sensitive information) obtained from me, any relevant persons in relation to the application, Victoria Police, VicRoads, the Department of Justice, the Sheriff's Office, any other government department or agency, or other persons, and using, or disclosing that information to third parties, or the contact person for this application, for the purposes of making a determination on this application, or for purposes under the Act or as otherwise authorised by law.

I understand that it is an offence against the Act to provide false and misleading information to the CPVV.

**Signed**

**Name**

**Date**