



Your personal information (including sensitive information) is protected by law, including the *Privacy Act 1988* (Cth) (Privacy Act) and the Australian Privacy Principles (APPs). The personal information (including sensitive information) you provide on this form, or otherwise in relation to your registration for the Harvest Trail Services program, is collected by your Harvest Trail Services provider on behalf of the Australian Government Department of Education, Skills and Employment (the Department) to:

- work out whether you are eligible for Harvest Trail Services and register you with a Harvest Trail Services provider if you are eligible
- help in evaluating and monitoring the programs and services provided to you by the Department’s contracted providers (including handling complaints)
- so that you can be included in surveys conducted by the Department or on behalf of the Department

If you do not provide some or all of your personal information (including sensitive information), the Department cannot ensure that you are provided with the most suitable level of employment assistance.

Your personal information (including sensitive information) may be collected from and passed on to and between the Department’s contracted employment services provider, employers, Commonwealth agencies and their respective contracted providers where those providers are delivering services to you. Your personal information (including sensitive information) may also be used by the Department or given to other parties where you have agreed, or otherwise permitted, including where it is required or authorised by or under an Australian law or a court, tribunal order or where a duty of care exists.

The Department’s Privacy Policy contains more information about the way in which we will manage your personal information, including information about how you may access your personal information held by the Department and seek correction of such information. The Privacy Policy also contains information on how you can complain about a breach of the APPs and how the Department will deal with such a complaint. A copy of the Department’s Privacy Policy can be found on the Privacy page of our website or by requesting a copy from the Department via email at [privacy@dese.gov.au](mailto:privacy@dese.gov.au).

## 1. Your personal details

Mr      Mrs      Miss      Ms      Other

Family name

First given name

Preferred name

Date of birth

Gender

Male      Female

Indeterminate/Intersex/Unspecified

Country of birth

## 2. Overseas visitor

Are you an overseas visitor registering for the sole purpose of obtaining Harvest Work?

Yes      No

## 3. Your Contact Details

Postal Address

Number and street/PO Box

Suburb or town

State or Territory      Postcode

Other contact details

Home phone:      (      )

Mobile phone:

Email:

#### 4. Current working hours

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Are you currently working 15 hours or more per week?

Yes      No

#### 5. Declaration by job seeker

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By signing below, I confirm that:

- I have read and understood the completed form, and the information included therein is complete and true to the best of my knowledge
- I agree to the collection of my personal, including sensitive information
- I give permission for my visa to be checked.

**Printed Name:**

**Signature**

**Date:**

#### 7. Declaration by employment service provider

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By signing below, I declare that:

- the information about the job seeker, as entered on this form and in the department's IT Systems, is true and correct to the best of my knowledge.

**Provider**

**Preferred name**

**Printed name:**

**Signature**

**Date:**

#### 6. Proof of identity

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To be completed by HTS Provider.

Photo identification issued by a government department or agency

**Please specify type of identification**

**Please specify country of issue**

**Please specify identification number**

**Visa type**

**Visa end date**