



About the F100 application form

Application for the FWC to deal with a dispute about making a collective agreement

About disputes about making a collective agreement

The [Fair Work Act 2009](#) provides for a collective agreement to be made between a regulated business (a digital labour platform operator or a road transport business) and an organisation that is entitled to represent the industrial interests of regulated workers (the negotiating entities). A collective agreement sets terms and conditions on which the regulated workers covered by the agreement work and how the collective agreement will operate.

If the negotiating entities for a proposed collective agreement are unable to resolve a dispute about making the agreement, either negotiating entity may apply to the Fair Work Commission (Commission) to deal with the dispute.

You can [find out more](#) about collective agreements on our website.

Who can use this form

Use this form if you are a negotiating entity for a proposed collective agreement.

Negotiating entities for an employee-like worker collective agreement will be:

- a digital labour platform operator and
- an organisation that is entitled to represent the industrial interests of one or more employee-like workers.

Negotiating entities for a road transport collective agreement will be:

- a road transport business and
- an organisation that is entitled to represent the industrial interests of one or more regulated road transport contractors.

Lodgment and service of your completed form

You can lodge:

- by email to lodge@fwc.gov.au or
- by post or in person at the [Commission's office](#) in your state or territory.

As soon as practicable after this form is lodged with the Commission, serve a copy of it on the other negotiating entity for the proposed collective agreement.

Where to get help

Commission staff & resources

Commission staff cannot provide legal advice. However, staff can give you information on:

- Commission processes
- how to make an application to the Commission
- how to fill out forms
- where to find useful documents such as legislation and decisions
- other organisations that may be able to assist you.

The Commission's website www.fwc.gov.au also contains a range of information that may assist.

Throughout this form



This icon appears throughout the form. It indicates information to help you complete the form.

Legal or other representation

Representation is where another person (such as a lawyer, paid agent, employee organisation or employer organisation) speaks or acts on a person's behalf, or assists a person in certain other ways in relation to a matter before the Commission. There is no requirement to be represented at the Commission.

There are some restrictions on representation by a lawyer or paid agent.

Generally, a person must give notice to the Commission (by lodging a *form F53 – Notice that a person: (a) has a lawyer or paid agent; or (b) will seek permission for a lawyer or paid agent to participate in a conference or hearing*) and seek permission from the Commission Member dealing with the matter if they wish to have a lawyer or paid agent represent them by participating in a conference or a hearing.

Apart from participating in a conference or hearing, a person's lawyer or paid agent can represent them without permission, unless the Commission decides otherwise. For example, the lawyer or paid agent can prepare and lodge written applications, responses and submissions with the

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Commission, and communicate in writing with the Commission and other parties to the matter on the person's behalf.

The requirement to give notice and seek permission for a lawyer or paid agent to participate in a conference or hearing, does not apply if the lawyer or paid agent is:

- an employee or officer of the person
- a bargaining representative that is representing the person, or
- an employee or officer of an employee or employer organisation that is representing the person.

Rule 13(2) of the [Fair Work Commission Rules 2024](#) sets out further exceptions to the requirement to give notice and seek permission.

For more information about representation by lawyers and paid agents, see section 596 of the [Fair Work Act 2009](#), rules 11, 12, 13 and 14 of the [Fair Work Commission Rules 2024](#) and the Commission's [practice note on representation by lawyers and paid agents](#).

Privacy

The Commission collects the information (including personal information) provided to it in this form in order to deal with the application to deal with a dispute about making a collective agreement. The information will be included on the case file, and the Commission may disclose the information to the other parties to this matter and to other persons. For more details of the Commission's collection, use and disclosure of this information, please see the [Privacy notice](#) for this form, or ask for a hard copy to be provided to you.



Remove this cover sheet and keep it for future reference – it contains useful information

Form F100 – Application for the FWC to deal with a dispute about making a collective agreement

[Fair Work Act 2009](#), section 536MP

This is an application for the Fair Work Commission to deal with a dispute about making a collective agreement under Division 2 of Part 3A-4 of the [Fair Work Act 2009](#).

The Applicant



These are the details of the person who is making the application.

The Applicant is (choose one of the following):

- ☐ A digital labour platform operator
- ☐ A road transport business
- ☐ An organisation that is entitled to represent the industrial interests of one or more employee-like workers that will be covered by the proposed collective agreement
- ☐ An organisation that is entitled to represent the industrial interests of one or more regulated road transport contractors that will be covered by the proposed collective agreement

Provide the following information:

Legal name of Applicant	
Applicant's ACN (if a company)	
Applicant's trading name or registered business name (if applicable)	
Applicant's ABN (if applicable)	
Contact person	
Phone number	
Email address	

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Postal address			
Suburb			
State or territory		Postcode	

Does the Applicant have a representative?

A representative is a person that is representing the Applicant. There is no requirement to have a representative.

☐ Yes – Provide representative's details below

☐ No

Representative's details

These are the details of the person or organisation that is representing the Applicant (if any).

Name of person			
Firm, company or organisation			
Representative's ABN (if applicable)			
Email address			
Phone number			
Postal address			
Suburb			
State or territory		Postcode	

Is the representative a lawyer or paid agent?

The Applicant will need permission to be represented by a lawyer or paid agent in a conference or hearing. Our [lawyers and paid agents practice note](#) explains when you need to ask for permission to be represented.

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<input type="checkbox"/> Yes – please select:	<input type="checkbox"/> Lawyer <input type="checkbox"/> Paid agent
<input type="checkbox"/> No	

1. Other negotiating entities**1.1 Provide the details of the regulated business (digital labour platform operator or road transport business) that will be covered by the proposed collective agreement.**

If the Applicant is the regulated business, you can just insert 'Applicant' in the first space below, rather than giving the Applicant's details again.

Legal name of regulated business			
Regulated business' ACN (if a company)			
Regulated business' trading name or registered business name (if applicable)			
Regulated business' ABN			
Contact person			
Phone number			
Email address			
Postal address			
Suburb			
State or territory		Postcode	

Add additional pages if necessary

1.2 Provide the details of any organisations entitled to represent the industrial interests of one of more regulated workers (employee-like workers or regulated road transport contractors) that will be covered by the collective agreement



If the Applicant is an organisation, you can just insert 'Applicant' in the first space below, rather than giving the Applicant's details again.

Name of organisation			
Contact person			
Phone number			
Email address			
Postal address			
Suburb			
State or territory		Postcode	

Add additional pages if necessary

2. About the dispute

2.1 What is the name of the proposed collective agreement?

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2.2 What kind of agreement is the proposed collective agreement?

- ☐ An employee-like worker collective agreement
- ☐ A road transport collective agreement

2.3 What is the dispute about?



Provide details of the dispute about the making of the collective agreement.
Describe the matters in dispute, such as terms and conditions in the proposed collective agreement.

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2.4 What outcome is the Applicant seeking?

Explain what the Applicant is seeking to resolve the dispute. The Commission can deal with the dispute as it considers appropriate, including by mediation or conciliation, making a recommendation or giving an opinion about the dispute. The Commission cannot arbitrate a dispute about making a collective agreement.

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Authority to sign and signature

For 'Authority to sign':

- If you are the Applicant—insert 'Applicant'
- If you are an employee of a company or organisation that is the Applicant—insert your position title
- If you are the Applicant's representative and have provided your details in this form—insert 'Representative'.

Authority to sign	
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Insert your signature, name and the date. If you are completing this form electronically and do not have an electronic signature, type your name in the signature field.

Signature	
Name	
Date	
PLEASE RETAIN A COPY OF THIS FORM FOR YOUR OWN RECORDS	