About the F83A application form

# Application for variation of a single interest employer authorisation to add an employer

## About variation of a single interest employer authorisation to add an employer

The Fair Work Commission (Commission) may vary a **single interest employer authorisation** under section 251(4) of the [Fair Work Act 2009](https://www.legislation.gov.au/C2009A00028/latest/text) to **add** an employer(s).

## When to use this form

Use this form to apply for a variation of a single interest employer authorisation to add an employer(s) if you are an officer or authorised employee of:

* an employer(s) that will be covered by the single interest employer authorisation (the new employer(s)), or
* a bargaining representative:
  + for the proposed enterprise agreement to which the authorisation relates; or
  + of an employee of the new employer(s).

## Lodging and serving your completed form

1. **Lodge** with the Commission:

this application and any supporting documents

a copy of the single interest employer authorisation to be varied.

You can lodge:

* by email to [lodge@fwc.gov.au](mailto:lodge@fwc.gov.au), or
* by post or in person at the [Commission’s office](https://www.fwc.gov.au/about-us/contact-us/if-you-still-need-help/office-locations) in your state or territory.

**2. As soon as practicable** after lodging, **serve** a copy of all documents lodged with the Commission on:

* each employer(s) that will be added to the single interest employer authorisation if it is varied
* each employer specified in the single interest employer authorisation
* each employee organisation that is a bargaining representative for the proposed enterprise agreement, and
* any other bargaining representative for the proposed enterprise agreement.

You can serve documents several ways, including by email, express post or registered post.

## Where to get help

### Commission staff & resources

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

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

The Commission’s website [www.fwc.gov.au](https://www.fwc.gov.au) also contains a range of information that may assist.

### Throughout this form

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| --- | --- |
|  | 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 lawyer or paid agent, or an employee of a union 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](https://www.fwc.gov.au/apply-or-lodge/form/notify-representative-form-f53)) 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 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, or an association of employers or a peak council, that is representing the person.

Rule 13(2) of the [Fair Work Commission Rules 2024](https://www.legislation.gov.au/F2024L00379/latest/text) 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](https://www.legislation.gov.au/C2009A00028/latest/text), rules 11, 12, 13 and 14 of the [Fair Work Commission Rules 2024](https://www.legislation.gov.au/F2024L00379/latest/text) and the Commission’s [practice note on representation by lawyers and paid agents](https://www.fwc.gov.au/hearings-decisions/practice-notes/practice-note-lawyers-paid-agents).

## Glossary of common terms

**Applicant** – This is the person or organisation that is making an application.

**Lawyer** – This is a person who is admitted to the legal profession by a Supreme Court of a State or Territory.

**Paid agent** – In relation to a matter before the Commission, is an agent (other than a bargaining representative) who charges or receives a fee to represent a person in the matter.

**Party** – A party is a person or organisation involved in a matter or case that is brought to the Commission.

**Service** – Serving a document means giving a copy of the document to a person or organisation, usually to the other party to the matter. You can serve a document in a number of ways, including by email, express or registered post, or in person. Part 5 of Chapter 1 and Schedule 1 to the [Fair Work Commission Rules 2024](https://www.legislation.gov.au/F2024L00379/latest/text) deal with service.

## Privacy

The Commission collects the information (including personal information) provided to it in this form for inclusion on the case file, and may disclose this 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](https://www.fwc.gov.au/documents/forms/form-f83a-privacy-notice.pdf) 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 F83A – Application for a variation of a single interest employer authorisation to add an employer

[Fair Work Act 2009](https://www.legislation.gov.au/C2009A00028/latest/text), section 251(3), [Fair Work Commission Rules 2024](https://www.legislation.gov.au/F2024L00379/latest/text), rule 53 and Schedule 1

This is an application to the Fair Work Commission under section 251(3) of the [Fair Work Act 2009](https://www.legislation.gov.au/C2009A00028/latest/text) for a variation of a single interest employer authorisation to add an employer(s) to the authorisation.

## The Applicant(s)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **A blue and black circle with a letter in it  Description automatically generated with low confidence**The Applicant(s) for a variation of a single interest employer authorisation **to add an employer** must be either (check applicable and complete details below):  the new employer(s) to be added to the single interest employer authorisation  a bargaining representative for the proposed enterprise agreement to which the authorisation relates, or  a bargaining representative of an employee of the new employer(s).  If the application is being made by the new employer(s) to be covered by the proposed enterprise agreement, specify how many employers there are:   |  | | --- | |  |   If the Applicant(s) is the new **employer(s)** covered by the proposed enterprise agreement, provide details for each employer. | | | | |
| Legal name of employer | |  | | |
| Employer’s ACN (if a company) | |  | | |
| Employer’s trading name or registered business name (if applicable) | |  | | |
| Employer’s ABN (if applicable) | |  | | |
| Contact person | |  | | |
| Postal address | |  | | |
| Suburb | |  | | |
| State or territory | |  | Postcode |  |
| Phone number | |  | | |
| Email address | |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Legal name of employer |  | | |
| Employer’s ACN (if a company) |  | | |
| Employer’s trading name or registered business name (if applicable) |  | | |
| Employer’s ABN (if applicable) |  | | |
| Contact person |  | | |
| Postal address |  | | |
| Suburb |  | | |
| State or territory |  | Postcode |  |
| Phone number |  | | |
| Email address |  | | |

Attach additional pages if there are more than 2 employer Applicants.

If the Applicant is an **employee organisation** that is a bargaining representative of an employee who will be covered by the proposed enterprise agreement, provide details of the organisation:

|  |  |  |  |
| --- | --- | --- | --- |
| Legal name of employee organisation |  | | |
| Contact person |  | | |
| Postal address |  | | |
| Suburb |  | | |
| State or territory |  | Postcode |  |
| Phone number |  | | |
| Email address |  | | |

Add additional pages if necessary.

If the Applicant is a **bargaining representative** appointed by an employee who will be covered by the proposed enterprise agreement, provide details of the bargaining representative:

|  |  |  |  |
| --- | --- | --- | --- |
| Legal name of employee bargaining representative |  | | |
| ACN (if applicable) |  | | |
| Trading name or registered business name (if applicable) |  | | |
| ABN (if applicable) |  | | |
| Contact person (if applicable) |  | | |
| Relationship of bargaining representative to employer (if applicable) |  | | |
| Postal address |  | | |
| Suburb |  | | |
| State or territory |  | Postcode |  |
| Phone number |  | | |
| Email address |  | | |

### Does the Applicant(s) have a representative?A blue and black circle with a letter in it Description automatically generated with low confidence

A representative is a person or organisation who is representing the Applicant(s). There is no requirement to have a representative.

Yes – Provide representative’s details below

No

### Representative’s details

**A blue and black circle with a letter in it

Description automatically generated with low confidence**These are the details of the person or organisation that is representing the Applicant(s) (if any).

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

### Is the representative a lawyer or paid agent?

|  |  |
| --- | --- |
| Yes – please select: | Lawyer  Paid agent |
| No |  |

## 1. Preliminary

In this form, a reference to:

* a **new employer(s)** means an employer the Applicant is seeking to be added to the single interest employer authorisation
* the **proposed enterprise agreement** means the proposed enterprise agreement to which the single interest employer authorisation relates.

### 1.1 Details of the single interest employer authorisation (Authorisation) proposed to be varied

**A blue and black circle with a letter in it

Description automatically generated with low confidence**These details are on the decision or order made by the Commission.

The Applicant(s) must lodge a copy of the Authorisation to be varied when they lodge this application.

|  |  |
| --- | --- |
| Commission matter number |  |
| Applicant(s) |  |
| Date the single interest employer authorisation was made |  |
| Print (PR) Number for the single interest employer authorisation |  |
| Case reference for decision to make the single interest employer authorisation |  |

## 2. Other bargaining representatives for the proposed enterprise agreement

### 2.1 List any other bargaining representatives for the proposed enterprise agreement.

Do not list the employers specified in the single interest employer authorisation.

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|  |

## 3. New employer(s) to be added to the Authorisation

### 3.1 Provide details of the new employer(s) that will be covered by the proposed enterprise agreement to which the Authorisation relates.

If the Applicant(s) is the new employer(s), you do not need to provide their details again.

|  |  |  |  |
| --- | --- | --- | --- |
| Legal name of employer |  | | |
| Employer’s ACN (if a company) |  | | |
| Employer’s trading name or registered business name (if applicable) |  | | |
| Employer’s ABN |  | | |
| Contact person |  | | |
| Postal address |  | | |
| Suburb |  | | |
| State or territory |  | Postcode |  |
| Phone number |  | | |
| Email address |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Legal name of employer |  | | |
| Employer’s ACN (if a company) |  | | |
| Employer’s trading name or registered business name (if applicable) |  | | |
| Employer’s ABN (if applicable) |  | | |
| Contact person |  | | |
| Postal address |  | | |
| Suburb |  | | |
| State or territory |  | Postcode |  |
| Phone number |  | | |
| Email address |  | | |

Attach additional pages if there are more than 2 employers that will be covered by the Authorisation.

### 3.2 What is the industry of the new employers(s) that will be specified in the Authorisation?

|  |
| --- |
|  |

### 3.3 For each new employer to be added to the Authorisation, which employees of the employer(s) are to be covered by the proposed enterprise agreement if the employer(s) is added to the Authorisation?

|  |  |  |
| --- | --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | Specify the nature of the employees (classifications) for each employer who will be covered by the proposed enterprise agreement. Do not identify employees individually by name. | |
| **Employer** | | **Describe the employees to be covered** |
|  | |  |
|  | |  |
|  | |  |

Add additional pages if necessary.

## 4. Further requirements

### 4.1 Would the variation sought by the Applicant result in the proposed enterprise agreement covering employees in relation to general building and construction work?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | See section 251A of the *Fair Work Act 2009*.  The Commission must not vary a single interest employer authorisation if, as a result of the variation, the proposed enterprise agreement would cover employees in relation to general building and construction work.  General building and construction work is defined in section 23B of the Fair Work Act. |

Yes

No

|  |
| --- |
|  |

### 4.2 Will the requirements of subsection 249(2) or (3) of the [Fair Work Act 2009](https://www.legislation.gov.au/C2009A00028/latest/text), which deal with franchisees and common interest employers, continue to be met if the new employer(s) that will be covered by the proposed agreement is added to the Authorisation?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | If there is more than one employer proposed to be added to the Authorisation the Applicant must explain how subsection 249(2) or (3) will continue to be met for each employer. |

Yes

No

|  |
| --- |
|  |

### 4.3 If the requirements of subsection 249(3) would continue to be met if the new employer(s) is added, are the operations and business activities of the new employer(s) reasonably comparable with those of the employers already specified in the Authorisation?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | See section 251(4)(v) of the *Fair Work Act 2009*. Also see question 5.2. If there is more than one employer proposed to be added to the Authorisation the Applicant(s) must explain how the operations and business activities of the new employers are reasonably comparable with the employers already specified. |

Yes

No

|  |
| --- |
|  |

### 4.4 Is the new employer(s) bargaining in good faith for a proposed enterprise agreement that will cover the new employer(s) and the employees of the new employer(s) that will be covered by the agreement, or substantially the same group of those employees?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | The Commission may refuse to vary the Authorisation if the Commission is satisfied that:   * the new employer(s) is bargaining in good faith for a proposed agreement; and * the new employer(s) and those employees have a history of effectively bargaining in relation to one or more enterprise agreements that have covered the new employer(s) and those employees or substantially the same group of those employees; and * on the day that the Commission will vary the Authorisation, less than 9 months have passed since the most recent nominal expiry date of an agreement referred to above.   See section 251(8) of the *Fair Work Act 2009*. |

Yes

No

## 5. Application made by the new employer(s)

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | Only complete section 5 if the Applicant (s) is the new employer(s) which will be covered by the proposed enterprise agreement, otherwise go to question 6.  See sections 251(4)(b)(iii) of the *Fair Work Act 2009*. |

### 5.1 Did any person coerce or threaten to coerce the new employer(s) that will be covered by the proposed enterprise agreement to make the application?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | If the application is made by the new employer(s) that will be covered by the proposed enterprise agreement, the Commission must be satisfied that no person coerced or threatened to coerce each employer to make the application.  See section 251(4)(b)(ii) of the *Fair Work Act 2009*. |

Yes

No

## 6 Application made by a bargaining representative of an employee(s)

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | Only complete section 6 if the Applicant is a bargaining representative of an employee who will be covered by the proposed agreement, otherwise go to sign and signature below.  See sections 251(4)(b)(iii) and 251(5) of the *Fair Work Act 2009*. |

### 6.1 Does each new employer(s) that will be covered by the proposed enterprise agreement employ at least 20 employees at the time the application for variation is being made?

Yes

No

### 6.2 Does each new employer(s) that will be covered by the proposed enterprise agreement employ at least 50 employees at the time the application for variation is being made?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | Sections 251(4A) of the *Fair Work Act 2009* provides that if:   * this application is made by a bargaining representative of an employee who will be covered by the proposed agreement, and * an employer that will be covered by the proposed agreement employs 50 or more employees at the time this application is made.   It is presumed the requirements respectively of sections 249(3)(a) and 249(3)(b), and section 249(1)(b)(vi), are met in relation to that Employer, unless the contrary is proved.  Section 249(3AC) of the Fair Work Act specifies how the number of employees is calculated. |

Yes

No

### **6.3 For each new employer(s) that will be covered by the proposed enterprise agreement, has** the employer made an application for a single-interest authorisation that has not yet been decided in relation to the employees that will be covered by the agreement?

Yes

No

### 6.4 For each new employer(s) that will be covered by the proposed enterprise agreement, is the employer already named in a single interest employer authorisation or supported bargaining authorisation in relation to the employees that will be covered by the agreement?

Yes

No

### 6.5 Do a majority of the employees of the employer(s) that will be covered by the proposed agreement want to bargain for the proposed enterprise agreement?

|  |  |
| --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated with low confidence** | See section 251(5)(d) of the *Fair Work Act 2009*. A majority of the employees employed by the employer(s) at a time determined by the Commission and who will be covered by the proposed agreement, must want to bargain for the proposed agreement.  The Commission may work out whether a majority of employees want to bargain using any method it considers appropriate. |

Yes

No

### 6.6 Does section 251(7) of the [*Fair Work Act 2009*](https://www.legislation.gov.au/Series/C2009A00028), which relates to in-term enterprise agreements and written agreements to bargaining for a single-enterprise agreement, apply to each of the new employer(s) that will be covered by the varied Authorisation?

Yes

No

|  |
| --- |
|  |

## Authority to sign and signature

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **A blue and black circle with a letter in it  Description automatically generated** | For ‘Authority to sign’:   * if you are the Applicant–insert ‘Applicant’ * if you are the bargaining representative that is 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 an officer or authorised employee of an employee 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 | | |  | |  |
| **A blue and black circle with a letter in it  Description automatically generated** | | | 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 | | | | |  | | | |

Attach additional pages if required.

|  |
| --- |
| **PLEASE RETAIN A COPY OF THIS FORM FOR YOUR OWN RECORDS** |