

This form is to be completed by any person wishing to be approved as an Observed Licence Test (OLT) assessor (Assessor).  
Please note: Some of the information contained within this form will be provided by Motorsport Australia to licence applicants to assist them in booking an OLT.



Please submit to:  
[memberservices@motorsport.org.au](mailto:memberservices@motorsport.org.au)



or post to:  
**Member Services**  
PO Box 172  
Canterbury VIC 3126

**Need help? Contact 1300 883 959** This licence is also valid for use at any Motorsport Australia Speed event.



### DETAILS

**SURNAME**

**GIVEN NAMES**

**DATE OF BIRTH**

**GENDER**

MALE

FEMALE

NON-BINARY

DIFFERENT TERM  
*Please specify:*

PREFER NOT TO SAY

**ADDRESS**

**SUBURB**

**STATE**

**POSTCODE**

**EMAIL**

**MOBILE**

**PHONE**

**EMERGENCY CONTACT NAME (1)**

**EMERGENCY CONTACT NUMBER (1)**

**EMERGENCY CONTACT NAME (2)**

**EMERGENCY CONTACT NUMBER (2)**

**ARE YOU OF ABORIGINAL OR  
TORRES STRAIT ISLAND ORIGIN?**

NO

YES, ABORIGINAL

YES, TORRES STRAIT ISLANDER



### WORKING WITH CHILDREN CHECK

Motorsport Australia requires Working With Children or Working With Vulnerable People Checks for all officials (except Western Australia).  
If you already hold a Working with Children Check, please fill out the following information and attach a scanned copy of your Check

**NAME**

**EXPIRY**

**CHECK NUMBER**

**STATE OR  
TERRITORY**

If you **do not** hold an existing Working with Children Check, one can be obtained from:

**Australian Capital Territory:** Access Canberra [www.accesscanberra.act.gov.au/business-and-work/working-with-vulnerable-people](http://www.accesscanberra.act.gov.au/business-and-work/working-with-vulnerable-people)  
**New South Wales:** Office of the Children's Guardian [www.ccgcheck.nsw.gov.au/Apply](http://www.ccgcheck.nsw.gov.au/Apply)  
**Northern Territory:** SAFE NT [nt.gov.au/emergency/child-safety/apply-for-a-working-with-children-clearance](http://nt.gov.au/emergency/child-safety/apply-for-a-working-with-children-clearance)  
**Queensland:** Department of Justice and Attorney-General, Blue Card Services [my.bluecard.qld.gov.au/login](http://my.bluecard.qld.gov.au/login)  
**South Australia:** Department of Human Services [www.dcsiscreening.sa.gov.au/SCRequestApplicationIndividual](http://www.dcsiscreening.sa.gov.au/SCRequestApplicationIndividual)  
**Victoria:** Service Victoria [service.vic.gov.au/services/working-with-children](http://service.vic.gov.au/services/working-with-children)  
**Tasmania:** Service Tasmania [service.tas.gov.au/services/education-and-skills/working-with-vulnerable-people-including-children](http://service.tas.gov.au/services/education-and-skills/working-with-vulnerable-people-including-children)

Once received please email the same details as above (Name, Check Number, Expiry, State or Territory) to [memberservices@motorsport.org.au](mailto:memberservices@motorsport.org.au)



### CRITERIA

EVIDENCE OF CURRENT CERT 4 IN TRAINING AND ASSESSING OR EXPERIENCE IN COACHING AND ASSESSING.

**I HAVE A CERT 4 IN TRAINING AND ASSESSING**

(not compulsory) If YES, please attach evidence of this qualification.

YES

NO

**RELEVANT DISCIPLINE** (tick all that apply)

CIRCUIT

RALLY

OFF ROAD

**PERMISSION TO ADVERTISE EMAIL ADDRESS AND PHONE NUMBER  
ON THE MOTORSPORT AUSTRALIA WEBSITE**

YES

NO

**COMPLETED COACHING MODULE**

YES

NO



### CRITERIA

#### EVIDENCE OF MOTORSPORT AUSTRALIA COMPETITION EXPERIENCE

**CURRENT LICENCE OR HIGHEST PAST LICENCE HELD**  
(including the year last held)

#### MOTORSPORT DRIVER ASSESSMENT EXPERIENCE

#### LIST YOUR MOTORSPORT AUSTRALIA COMPETITION DRIVING EXPERIENCE

If not available, explain the other skills and knowledge you have that will enable you to assess motorsport driving competence.

### REFEREE ONE

Dear Member Services,

I have known

for \_\_\_\_\_ years, and observed this person in competition for \_\_\_\_\_ years.

Please provide a written recommendation for the above competitor to be issued with the requested licence level. The recommendation must indicate that the applicant has:

- The ability to drive at the requested level
- An appropriate sporting attitude, and
- Relevant and recent competition experience

I recommend that the named applicant be issued with their requested licence type.

This reference will be part of the applicants permanent Motorsport Australia record and may be referred to in the future, e.g. further dispensation requests or any judicial procedures.

**NAME**

**MEMBER NUMBER**  
(If applicable)

**CLUB OR EVENT REPRESENTING**

**REPRESENTATIVE POSITION**

**SIGNATURE**

**DATE**

  -   -

### REFEREE TWO

Dear Member Services,

I have known

for \_\_\_\_\_ years, and observed this person in competition for \_\_\_\_\_ years.

Please provide a written recommendation for the above competitor to be issued with the requested licence level. The recommendation must indicate that the applicant has:

- The ability to drive at the requested level
- An appropriate sporting attitude, and
- Relevant and recent competition experience

I recommend that the named applicant be issued with their requested licence type.

This reference will be part of the applicants permanent Motorsport Australia record and may be referred to in the future, e.g. further dispensation requests or any judicial procedures.

**NAME**

**MEMBER NUMBER**  
(If applicable)

**CLUB OR EVENT REPRESENTING**

**REPRESENTATIVE POSITION**

**SIGNATURE**

**DATE**

  -   -

### REFEREE THREE

Dear Member Services,

I have known

for \_\_\_\_\_ years, and observed this person in competition for \_\_\_\_\_ years.

Please provide a written recommendation for the above competitor to be issued with the requested licence level. The recommendation must indicate that the applicant has:

- The ability to drive at the requested level
- An appropriate sporting attitude, and
- Relevant and recent competition experience

I recommend that the named applicant be issued with their requested licence type.

This reference will be part of the applicants permanent Motorsport Australia record and may be referred to in the future, e.g. further dispensation requests or any judicial procedures.

**NAME**

**MEMBER NUMBER**  
(If applicable)

**CLUB OR EVENT REPRESENTING**

**REPRESENTATIVE POSITION**

**SIGNATURE**

**DATE**

  -   -



### TERMS AND CONDITIONS

#### MOTORSPORT OFFICIALS CODE OF ETHICS

I agree to be bound by the NCR, and also by the Motorsport Australia National Officiating Program Code of Ethics outlined below:

- Place safety and welfare above all else;
- Accept responsibility for all actions taken;
- Be impartial;
- Avoid any situation which may lead to a conflict of interest;
- Be courteous, respectful and open to interaction;
- Seek continual self-improvement through training, performance appraisal and regular updating of competencies;
- Be a positive role model in behaviour and personal appearance; and
- Maintain equal opportunity and harassment free sport practices.



### RESPECT CODE

Motorsport Australia is committed to a safe, fair, and inclusive sport for all. By taking part, I agree to:

- Treat everyone with respect and fairness
- Support inclusivity and diversity
- Act with honesty and integrity
- Help ensure the safety and wellbeing of all involved

I understand that my actions reflect on the sport and that breaches may lead to disciplinary action.



### FIT & PROPER PERSON

I acknowledge and agree that it is a fundamental condition of issue of this licence and its continuing validity that I:

1. have advised Motorsport Australia in writing of any act, omission, fact or circumstance which may affect my ability to be and remain a fit and proper person to hold this licence and exercise the duties and privileges that relate to it;
2. have advised Motorsport Australia in writing if I have been found guilty of or charged with any:
  - a. serious indictable criminal offence; or
  - b. sexual offence, (unless this is a 'spent' or 'annulled' conviction); and
3. undertake to advise Motorsport Australia immediately in writing upon any court of competent jurisdiction making any such finding, or upon being charged with any such offence.

I understand and accept that Motorsport Australia may, in its discretion, if it reasonably believes I am not a fit and proper person to hold this licence or carry out its associated duties, choose to refuse, suspend, or withdraw my licence. However, I acknowledge that I will be given the opportunity to respond in writing to the Motorsport Australia Board before any such decision is made.

<sup>1</sup>As determined by the Crimes Act 1914 (Cth), Criminal Records Act 1991 (NSW), Criminal Law (Rehabilitation of Offenders) Act 1986 (Qld), Spent Convictions Act 2000 (ACT), Criminal Records (Spent Convictions) Act 1992 (NT), Spent Convictions Act 1988 (WA) and/or the Annulled Convictions Act 2003 (Tas) (including their successors and replacements.)



### DECLARATION

#### ANY APPLICANT MAKING A FALSE DECLARATION IS LIABLE TO REFUSAL AND CANCELLATION OF LICENCE AND/OR INSURANCE COVER

In submitting this application, the applicant to become an approved Observed Licence Test (OLT) provider (Applicant) agrees to the following terms and conditions:

1. Motorsport Australia will endeavour to contact each Applicant in due course to advise of the outcome of their application, however Motorsport Australia is under no obligation to accept or reject this application. Motorsport Australia may approve any other person to conduct an OLT in addition to the Applicant. Any decision to accept or reject an application is at the discretion of Motorsport Australia.
2. Any OLT conducted by the Applicant is conducted at their own risk and is not approved, controlled or sanctioned by Motorsport Australia. The Applicant warrants to Motorsport Australia that in conducting an OLT they will:
  - a. Act professionally and ensure that the OLT is run to a high standard and fit for purpose.
  - b. Not act in a manner which is inconsistent with Motorsport Australia's rules, policies and procedures.
  - c. Act fairly and reasonably in assessing any participant's application for an OLT.
  - d. Provide a safe environment for the conduct of the OLT in compliance with all OHS and legal obligations.
  - e. Assume all responsibility for the conduct of an OLT.
  - f. Obtain a full release and indemnity from each participant, official and pit crew in favour of Motorsport Australia who participates in an OLT.
  - g. Comply with all applicable laws which may apply to an OLT.
3. In order to be covered by Motorsport Australia's insurance program while conducting the OLT, the Assessor must be a registered member of Motorsport Australia and the event at which the OLT is conducted must be under a Motorsport Australia permit.
4. The Applicant is only permitted to conduct OLTs at a Motorsport Australia permitted event. A copy of the completed OLT assessment must be provided to Motorsport Australia by the Applicant after the assessment.
5. The Applicant must at all times comply with the Motorsport Australia OLT Policy and the Motorsport Australia
6. Officials' and Volunteers' Code of Conduct Policy, as updated by Motorsport Australia from time to time.
7. 6. Any approval to be an OLT provider is valid for a period of four years from the date on which Motorsport Australia
8. grants such approval. Motorsport Australia may withdraw that approval at any time in its sole discretion.

SIGNATURE

DATE



### RISK WARNING & DISCLAIMER

**Motorsport Activities are inherently dangerous recreational activities and there is significant risk of injury, disability or death. If you do not wish to be exposed to such risks, then you should not participate in the Motorsport Activities.**

#### Acknowledgement of Risks

I acknowledge that the risks associated with attending or participating in Motorsport Activities include but are **not limited** to the risk that I may suffer harm as a result of:

- motor vehicles (or parts of them) colliding with other motor vehicles or persons or property;
- other participants acting dangerously or with lack of skills;
- high levels of noise exposure;
- acts of violence and other harmful acts (whether intentional or inadvertent) committed by persons attending or participating in the event; and
- the failure or unsuitability of facilities (including grand-stands, fences and guard rails) to ensure my safety.

#### Exclusion of Liability, Release and Indemnity

In exchange for being able to attend or participate in the Motorsport Activities, **I will and agree to:**

- to **release** Motorsport Australia and the Entities to the extent that any or all of them are providing Recreational Services from all liability for:
  - my **death**;
  - any **physical or mental injury** (including the aggravation, acceleration or recurrence of such an injury);
  - the contraction, aggravation or acceleration of a **disease** including but not only COVID-19;
  - the coming into existence, the aggravation, acceleration or recurrence of any other **condition, circumstance, occurrence, activity, form of behaviour, course of conduct or state of affairs**:
    - that is or may be harmful or disadvantageous to me or the community; or
    - that may result in harm or disadvantage to me or the community;
  - any claim for any costs and expenses I may incur as a consequence of any of the above;
- arising from my participation in or attendance at the Motorsport Activities;
- to **indemnify and hold harmless and keep indemnified** Motorsport Australia and the Entities to the maximum extent permitted by law in respect of any Claim by any person; and
- to attend at or participate in the Motorsport Activities at my own risk.

#### I understand that:

- nothing in this document excludes, restricts or modifies any rights that I may have as a result of significant personal injury that is caused by the Reckless Conduct of Motorsport Australia and the Entities as the supplier of the Motorsport Activities and Recreational Services;
- nothing in this document prevents Motorsport Australia and the Entities from relying on any laws (including statute and common law) that limit or preclude their liability;
- nothing in this document excludes any term or guarantee which under statute cannot be excluded, however the liability of Motorsport Australia and the Entities is limited to the minimum liability allowable by law;
- nothing in this document precludes me from making a claim under a Motorsport Australia insurance policy where I am expressly entitled to make a claim under that insurance policy; and
- Motorsport Australia has arranged for limited personal injury insurance coverage which may provide me with some protection for loss, damage or injury that I may suffer during my participation in the Motorsport Activities. I acknowledge and accept that the insurance taken out by Motorsport Australia may not provide me with full indemnity for loss, damage or injury that I may suffer during my participation in the Motorsport Activities, and that I may have to pay the excess if a Claim is made under an insurance policy on my behalf. I agree that my own insurance arrangements are ultimately my responsibility and I will arrange any additional coverage at my expense after taking into account Motorsport Australia's insurance arrangements, this document and my own circumstances.

#### Where Motorsport Activities are held in the following jurisdictions, I acknowledge that I have also read and accept the following warnings:

Under Australian Government Consumer Law (which is part of the **Competition and Consumer Act 2010 (Commonwealth)**), several guarantees are implied into contracts for the supply of certain goods and services. I agree that the application of all or any of the provisions of Subdivision B of Division 1 of Part 3-2 of Australian Consumer Law (i.e. guarantees relating to the supply of services), the exercise of rights conferred by those provisions, and any liability of Motorsport Australia and the Entities for a failure to comply with any such guarantees, are excluded. However, such exclusion is limited to liability for:

- death, physical or mental injury (including aggravation, acceleration or recurrence of such an injury of the individual);
- contraction, aggravation or acceleration of a disease of an individual; or
- the coming into existence, the aggravation, acceleration or recurrence of any other condition, circumstance, occurrence, activity, form of behaviour, course of conduct or state of affairs in relation to an individual that is or may be harmful or disadvantageous to the individual or the community, or that may result in harm or disadvantage to the individual or the community.

This exclusion does not apply to significant personal injury suffered by me as a result of the reckless conduct of Motorsport Australia and the Entities.

#### Warning Applicable in Relation to Motorsport Activities Held in Victoria

##### Warning Under The Australian Consumer Law and Fair Trading Act 2012:

Under **The Australian Consumer Law (Victoria)**, several statutory guarantees apply to the supply of certain goods and services. These guarantees mean that the supplier named on this form is required to ensure that the recreational services it supplies to me:

- are rendered with due care and skill;
- are reasonably fit for any purpose which I either expressly or by implication, make known to the supplier; and
- might reasonably be expected to achieve any result I have made known to the supplier.

Under section 22 of the **Australian Consumer Law and Fair Trading Act 2012 (Vic)**, the supplier is entitled to ask me to agree that these conditions do not apply to me. I understand that if I sign this form, I am agreeing that any rights to sue the supplier under the **Australian Consumer Law and Fair Trading Act 2012** if I am killed or injured because the services were not in accordance with these guarantees, are excluded, restricted or modified in the way set out in this form.

**Note:** I note that the change to my rights, as set out in this form, does not apply if my death or injury is due to gross negligence on the supplier's part.

"Gross negligence" in relation to an act or omission, means doing the act or omitting to do an act with reckless disregard, with or without consciousness, for the consequences of the act or omission. See regulation 5 of the **Australian Consumer Law and Fair Trading Regulations 2012** and section 22(3)(b) of the **Australian Consumer Law and Fair Trading Act 2012**.

#### Warning Applicable in Relation to Motorsport Activities Held in South Australia

Under sections 60 and 61 of **The Australian Consumer Law (SA)**, if a person in trade or commerce supplies me with services (including recreational services), there is a statutory guarantee that those services:

- will be rendered with due care and skill; and
- any product resulting from those services, will be reasonably fit for the purpose for which the services are being acquired (as long as that purpose is made known to the supplier); and
- any product resulting from those services, will be of such a nature, and quality, state or condition, that they might reasonably be expected to achieve the result that the consumer wishes to achieve, (as long as that wish is made known to the supplier or a person with whom negotiations have been conducted in relation to the acquisition of the services).

#### Excluding, Restricting or Modifying My Rights:

Under section 42 of the **Fair Trading Act 1987 (SA)**, the supplier of recreational services is entitled to ask me to agree to exclude, restrict or modify their liability for any personal injury suffered by me or another person for whom, or on whose behalf, I am acquiring the services (a third party consumer). If I sign this form, I am agreeing to exclude, restrict or modify the supplier's liability with the result that compensation may not be payable if I or the third party consumer suffer personal injury.

#### Important:

I do not have to agree to exclude, restrict or modify my rights by signing this form. The supplier may refuse to provide me with the services if I do not agree to exclude, restrict or modify my rights by signing this form. Even if I sign this form, I may still have further legal rights against the supplier. A child under the age of 18 cannot legally agree to exclude, restrict or modify their rights. A parent or guardian of a child who acquires recreational services for the child cannot legally agree to exclude, restrict or modify the child's rights.

#### Agreement to exclude, restrict or modify my rights:

I agree that the liability of Motorsport Australia and the Entities for any death or personal injury that may result from the supply of the recreational services that may be suffered by me (or a person for whom or on whose behalf I am acquiring the services) is excluded. Further information about these rights can be found at [www.cbs.sa.gov.au](http://www.cbs.sa.gov.au)

#### Definitions:

- "Claim" means and includes any action, suit, proceeding, claim, demand or cause of action however arising including but not limited to negligence, BUT does NOT include a claim under a Motorsport Australia insurance policy by any person expressly entitled to make a claim under that insurance policy;
- "Entities" means event and competition organisers/promoters/managers, land and track owners/managers/administrators/lessees, Motorsport Australia affiliated clubs, state and territory governments and insureds listed in Motorsport Australia's public/product/professional indemnity insurance policies and each of their related bodies corporate (including their related bodies corporate) and each of their organs and agencies, officers/president/directors/executives, employees, servants, agents, partners, providers, members, competitors, drivers, co-drivers, navigators, officials, crew members, service crew, delegates, licence holders, representatives, commissions, committees, advisers, trustees, councils, panels, shareholders, volunteers, officials, appointees, delegated bodies and sponsors;
- "Motorsport Activities" means any motorsport activities or Recreational Services which are permitted or approved which Motorsport Australia regulates or administers or otherwise are under the responsibility / control of Motorsport Australia;
- "Motorsport Australia" means the Confederation of Australian Motor Sport Ltd. trading as Motorsport Australia;
- "Reckless Conduct" means conduct where the supplier of the recreational services is aware, or should reasonably have been aware, of a significant risk that the conduct could result in personal injury to another person and engages in the conduct despite the risk and without adequate justification;
- "Recreational Services" means (unless otherwise defined in this document) services that consist of participation in:
  - a sporting activity; or
  - a similar leisure time pursuit or any other activity that:
    - involves a significant degree of physical exertion or physical risk; and
    - is undertaken for the purposes of recreation, enjoyment or leisure.