

Access Agreement Variation/Revocation Notification Template

Complete this form to notify the Central Arbitration Committee (CAC) of a variation to, or revocation of, an access agreement previously notified to the CAC. Please also provide a copy of the access agreement previously notified to the CAC.

1. Reference to Statutory Provision

This notification is made under section 70ZG of the Trade Union and Labour Relations (Consolidation) Act 1992.

Please confirm below:

☐ I confirm that this notification is made under section 70ZG of the Trade Union and Labour Relations (Consolidation) Act 1992.

Guidance Note: Keep the statutory reference exactly as written to identify the legal basis for the change.

2. Purpose of Notification

This notification relates to an access agreement previously notified to the CAC and indicates whether the parties seek a variation or a revocation.

Guidance Note: Confirm the agreement has been previously notified to the CAC. Tick whether this is a variation or a revocation.

☐ Variation (specify changes below)

☐ Revocation (confirm full revocation below)

Please enter below the date of previous notification to the CAC.

Date:

3. Date of Notification

Date:

Guidance Note: Enter the submission date to assist CAC processing and timelines.

4. Previously Notified Access Agreement

Title of Agreement:

Date of Original Agreement:

CAC/Internal Reference (if any):

Copy of Original Agreement Attached: ☐ Yes ☐ No

Guidance Note: Provide identifying details of the original agreement. Attach a copy if available or if CAC requires it. If unsure, seek CAC clarification.

5. Variation or Revocation Details

If you ticked Variation, complete the table below and attach the revised agreement:

Clause/Term	Original Text (summary)	New Text/Variation (summary)
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☐ Revised agreement attached (required for variations).

Guidance Note: List each varied clause clearly. While reasons are not explicitly required, they can assist clarity. Attach the revised agreement showing the variations.

If you ticked Revocation, confirm:

☐ The parties hereby revoke the access agreement in full, effective from:

Guidance Note: If revoking, provide an effective date after the day on which the CAC is notified. Consider transitional arrangements if relevant to operations.

6. Submission and Attachments

Attachments checklist:

- ☐ Copy of original agreement (if requested/available)
- ☐ Revised agreement showing variations (for variations)
- ☐ Any supporting documents

Guidance Note: Ensure all referenced documents are included before submission to the CAC.

7. Parties and Signatures

Guidance Note: All parties to the agreement should sign. If there are more than two parties, add additional rows as needed. Consider whether separate signature pages are acceptable; confirm with CAC if necessary.

Party Name/Organisation:

Role/Capacity:

Signature:

Date:

Party Name/Organisation:

Role/Capacity:

Signature:

Date:

Additional parties:

Party Name/Organisation:

Role/Capacity:

Signature:

Date:

8. Submission on Behalf of All Parties (optional)

☐

I confirm that I am submitting this notification on behalf of all parties and that all signatures are attached or will be provided as mirror submissions by each party.

Guidance Note: This can reduce duplicate emails, but you should confirm CAC preferences on joint vs. separate submissions for verification and security.

Note: This template is provided to assist completion. Confirm any procedural specifics and submission addresses with the CAC before sending.