



Towing business authorisation application guide

Companies, incorporated bodies, partnerships and trusts



COMPANIES, INCORPORATED BODIES,
PARTNERSHIPS AND TRUSTS

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About this guide: This guide has been created to assist the members of the WA community with the process of applying for a towing business authorisation. As such, some sections of this document may use simplified language to help communicate information outlined in legislation or other official documents. If you are unsure about any exact requirements or responsibilities, always refer back to the *Towing Service Act 2024*.

Version control

Version No.	Publish date	Revision or issue descriptions
1.0	18/06/2026	
1.1	25/06/2026	Standards and Information review and amendments

Overview

Who should apply for a towing business authorisation?

All towing businesses need to be authorised to undertake crash towing (or regulated towing). To obtain a towing business authorisation, a regulated towing businesses must have a storage yard that meets certain [standards](#).

Authorisations for towing workers will be introduced in a later stage. Towing workers work in the regulated towing industry and may own tow trucks but do not own storage yards.

How do I apply?

Applications can only be made via the [DoTDirect](#) online portal.

What will I need to apply?

At this current time, in-progress applications cannot be saved and resumed later. This means you must complete your towing business authorisation application **in one session**.

As such, it is very important you gather all the required information and supporting documentation before beginning your application. All of the things you will need are explained in the following sub-sections.

A DoTDirect account and organisation profile

To submit a towing business authorisation application via the DoTDirect online portal, you will need a DoTDirect personal account that is a delegate of your business' DoTDirect organisation profile.

If you don't have a DoTDirect personal account, you can register for one via the [DoTDirect Login page](#).

If your business does not have an DoTDirect organisation profile, you can create an organisation profile via the following means dependant on your business model:

Company or Incorporated Body

- Register for an organisation account via the Profile page of your personal account.

Partnerships and Trusts

- Partnerships and trusts must register for an organisation account by completing the following form - [Towing Business Authorisation – DoTDirect Organisation Account Application – Partnerships and Trusts' form](#)

Once completed, the form and any supporting documentation must be emailed to: towing@transport.wa.gov.au

The Towing Governance and Regulation team will review the information and create an organisation profile, which will allow you to see the towing tile within DoTDirect.

If your business does have an DoTDirect organisation profile but you do not have access to it, you will need the profile's primary delegate to invite you to become a delegate of the organisation. This can be done via the Profile page of that person's account.

Documents you will need to submit through DoTDirect

As incomplete applications cannot be saved and resumed later, it is very important you gather all the required information and supporting documentation before beginning your application. The table below is a guide to help you understand all the documents you will need.

Element	Documents required
Business documents	
If applying as a company or body corporate	<ul style="list-style-type: none"> • Australian Securities and Investments Commission (ASIC) Certificate of Registration; • ASIC Certificate of Registration of Business Name; and • ASIC company extract less than three months old.
If applying as an incorporated body	<ul style="list-style-type: none"> • ASIC Certificate of Registration of Business Name; and • ASIC Certificate of Incorporation
If applying as a partnership	<ul style="list-style-type: none"> • ASIC certificate of Registration of Business Name; and • Partnership agreement naming all partners.
If applying as a trustee of a trust	<ul style="list-style-type: none"> • ASIC Certificate of Registration of Business Name; and • Trust deed and any amending deeds.
Other documents	
Directors, members, partners, trustees	<ul style="list-style-type: none"> • A National Police Clearance for each director, member, partner, or trustee (must be no older than 3 months from the lodgement of this application).
Responsible officers	<ul style="list-style-type: none"> • A National Police Clearance for each responsible officer (must be no older than 3 months from the lodgement of this application); and • A signed Statement of Authority for Nomination of Responsible Officer (T27) form for each responsible officer; and • Proof of residence in WA for at least one responsible officer (a scanned copy of a secondary form of identification that includes a residential address will be accepted).
Tow trucks	<ul style="list-style-type: none"> • A Tow Truck Authorisation Details (T15) form that lists the details of all trucks to be used under the authorisation.
Towing workers	<ul style="list-style-type: none"> • A National Police Clearance for each towing worker (must be no older than 3 months from the lodgement of this application).
Storage yards	<ul style="list-style-type: none"> • A Storage Yard Authorisation Details (T29) form that lists the details of all storage yards to be used under the authorisation.

Other documents you will need to provide prior to approval

You don't need to submit documentation showing that your storage yard(s) meet the [required standards](#) at the point of submission. However, before your application is approved, the Department of Transport and Major Infrastructure (DTMI) towing team will contact you to request the following evidence:

Storage yard requirement	Evidence required to fulfill it
Be enclosed by a fence (including walls and buildings) at least 2.1 m in height that is structurally sound.	Photographs of fencing, walls and buildings showing that they fully enclose the storage yard.
Have lockable gates and doors.	Photographs of gates or doors showing how entrances will be locked and secured.
Have adequate flood lighting which covers: <ul style="list-style-type: none"> • areas where vehicles are stored; and • all entrances and exits. 	Photographs of flood lighting in position and the areas covered.
Have closed-circuit television system (CCTV) cameras and/or a monitored security alarm system installed which covers: <ul style="list-style-type: none"> • areas where vehicles are stored; • all entrances and exits; and • the designated vehicle release area. 	Photographs of the cameras and/or security alarm system in position and the area covered.
Include an area that can adequately accommodate vehicles towed to the premises.	Photographs and a floor plan of the storage yard displaying the vehicle storage area.
Be constructed and located in a way that vehicles can be released within a reasonable timeframe.	Photographs and a floor plan of the storage yard displaying the vehicle release area.
Have a designated release area where crashed vehicles can be parked for release including for secondary tows.	Photographs and a floor plan of the storage yard displaying the designated release area.
Must ensure the safe and timely release of vehicles from a storage yard.	Copy of a documented standard operating process to release vehicles.
Have signage that is clearly visible from outside the front entrance to the storage yard, which displays the following information: <ul style="list-style-type: none"> • towing business/towing service provider name; • towing business authorisation number (once provided by DTMI); and • telephone number(s). 	Photographs of the signage showing that the required information is displayed and that it is visible and readable from outside the front entrance to the storage yard.
The towing business must ensure stored vehicles with the storage yard is accessible during business hours as follows:	Copy of a documented standard operating process detailing the opening times and management of access within timeframes specified.

<ul style="list-style-type: none"> • Staffed storage yard – open during business hours • Unstaffed storage yard – arrangements to allow staff to attend to release vehicles or for other reasons within 4 hours during business hours* 	
<p>The towing business must ensure that vehicle owners attending a storage yard to:</p> <ul style="list-style-type: none"> • access their vehicles; • retrieve property from that vehicle; and • Do so in a safe and timely manner. 	<p>Copy of a documented standard operating process detailing the procedure for vehicle owners to access their vehicles in accordance with the Towing Services Regulations 2025.</p>
<p>The towing business must maintain a telephone number(s) relating to the storage yard and ensure a staff member can be contacted:</p> <ul style="list-style-type: none"> • At all times during business hours* • At all times when a vehicle is being towed and for at least 30 minutes after a regulated towed vehicle arrived at the place to which it is authorised to be towed 	<p>Phone number(s) to be provided and a photograph of the number(s) shown on the signage visible from outside the front entrance to the storage yard.</p>

*the term 'business hours' means the time between 8 am and 5 pm on a day that is not a Saturday, Sunday or a Public Holiday through the State.

How much does it cost to apply?

Application and authorisation fees will be waived from 1 July 2026 until 30 June 2027.

How long will my application take to be approved?

Authorisation requirements are being implemented in a staggered approach, region by region. As such, applications relating to regions where authorisation requirements commence earlier will be prioritised. Applications for the same region will be assessed in the order they are received.

Complete and accurate applications will be reviewed by DTMI within six weeks of submission. Incomplete or incorrect applications will not be reviewed.

You will be contacted to provide additional information to support your application. Any delay in providing this additional information may increase the time it takes to review your application and (if successful) grant the authorisation.

If you have not been granted a towing business authorisation by the relevant regional requirement date, you will be unable to operate until DTMI grants the authorisation.

Region	Authorisation required by	Recommended Last date for application submission
Perth and Peel regions	1 September 2026	19 July 2026
South West region	1 October 2026	16 August 2026
Rest of state	1 November 2026	20 September 2026

Can I update my application once I have submitted it?

Yes, however, you cannot amend your application via DoTDirect. To amend your application, please email towing@transport.wa.gov.au.

How do I cancel my application?

You can cancel your application by emailing towing@transport.wa.gov.au. Once the team has cancelled your application in the system, the status of your application in DoTDirect will then change to 'Withdrawn'

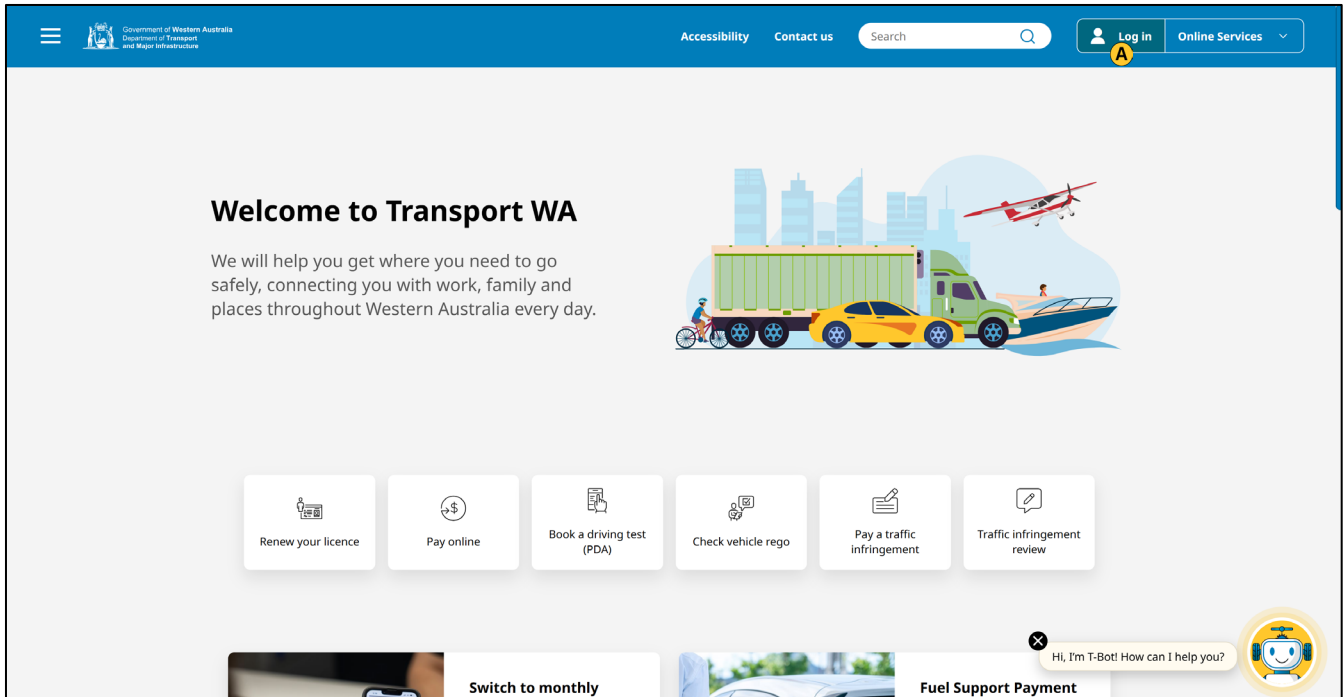
How do I find more information?

Visit the [DTMI website](#) for more information about the authorisation of towing businesses. If you have further questions, please contact towing@transport.wa.gov.au or phone 9320 4111.

How to make an application (step-by-step)

Logging in to DoTDirect

1. The [DoTDirect](#) Login page can be directly accessed using any search engine, or through the [Transport WA website](#). If you enter via the Transport WA website, click the 'Log in' button (A) in the top right corner of the screen.



2. On the DoTDirect Login page, enter the username (A) and password (B) of your DoTDirect personal account.
3. Then click the 'Login' button (C). If you do not already have a personal account, you will need to create one by clicking the 'Register now' link (D).

4. An SMS containing a six-digit code will be sent to the mobile phone number linked to your personal account. Once you have received this code, type it in the field provided (A).
5. Then click the 'Verify' button (B).

Government of Western Australia
Department of Transport

DoTDirect

Accessibility / Contact us

Welcome John Smith

Logout

Approve sign in request

Two-factor authentication is enabled for your account.

A verification code has been sent to XXXX.XXX.111.

Enter the 6 digit code: *

(A)

Resend code
Having trouble? Sign in another way

(B) Verify Cancel

Last logged in 19/08/2025 09:19 AM AWST
TSS2SR5.0b12
Mon Aug 18 16:03:34 AWST 2025

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6. On the Select profile page, you will need to select a profile to use when submitting the towing business authorisation application. Companies, corporate bodies, incorporated bodies, partnerships and trusts must submit their application through an organisation profile. Click the button labelled with the business name you want listed on the authorisation (A).

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Department of Transport

DoTDirect

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Welcome John Smith

Logout

Select profile

Personal Example towing business (A)

If you don't see the Select profile page and are taken directly to the Overview page!

Your organisation may not have an established DoTDirect organisation profile, or you may not be listed as a delegate for your organisation.

If your business does not have an DoTDirect organisation profile, you can create an organisation profile via the Profile page of your personal account.

If your business does have an DoTDirect organisation profile but you do not have access to it, you will need the profile's primary delegate to invite you to become a delegate of the organisation profile. This can be done via the Profile page of that person's account.

Starting your application

1. On the DoTDirect Overview page, Click the 'Towing' tile (A) in the top menu.

2. The towing business authorisation page will provide you with a summary of all information and documents you need to gather before applying for an authorisation. If you haven't already done so, gather these documents before continuing with the application.
3. Check the box to show you have read and understood the roles and responsibilities (A).
4. Click the 'Apply for authorisation' button (B).

Time saving tip

Ensure all documents are clearly labelled with a logical naming system so you can quickly find the file you need once you begin the application.

Page 1: Business details

1. Review the business details already shown and complete any fields that are currently blank. If your business had an existing DoTDirect organisation profile, the ABN should be prepopulated. If DTMI does not already have this information, you will need to manually enter it (A).
2. In the 'Business type' field, open the dropdown and select the type that applies to your business (B).
 - Company or body corporate;
 - Incorporate body;
 - Partnership; or
 - Trust.
3. You will be prompted to upload the relevant business documents. The documents required will be shown on the screen. Click the 'Browse' button (C) in the 'Upload document' field to add a document. You can only add one document per upload field, but additional upload fields can be added by click the 'Add another document' button (D).

The screenshot shows the 'Towing business authorisation application' form. At the top, there is a navigation bar with 'Overview', 'Profile', 'My work details', 'On-demand Transport', 'Towing', 'Vehicles', 'Infringements', 'Marine', and 'Help'. A 'Logout' button is also present. The main heading is 'Towing business authorisation application'. Below this is a progress bar with five steps: 1. Business details (active), 2. Responsible officer and tow worker suitability, 3. Applicant suitability, 4. Tow truck and storage yard details, and 5. Review and confirm.

The 'Business details' section contains the following fields:

- Name:** EXAMPLE TOWING
- ABN: *** (A) 12345678900
- Business type: *** (B) Company or body corporate

Below these fields, there is a note: 'If applying as a company, attach the following supporting documents:' followed by a list:

- ASIC Certificate of Registration;
- ASIC Certificate of Registration of Business Name; AND
- ASIC company extract less than three months old.

The 'Upload document: *' field shows 'business-document.png' and a 'Browse' button (C). Below it is a '+ Add another document' button (D).

The bottom section is titled 'Director, partner, trustee or member details' and contains the text: 'You must provide details of all directors, partners, members or trustees (which ever applies to your towing business). A National Police Clearance issued within the last three months is required for each listed individual.'

4. You now need to provide details for each person who is a director, member, partner or trustee in the business (whichever is applicable). Click the 'Add director' button (E) to begin adding the first person. For each person you will need to provide their:

- full name (F);
- email address (G);
- mobile number (H); and
- National Police Clearance (completed in the last 3 months) (I).

After you enter each person's information, click 'Save' (J) to add them to the table. Their information should then appear in the table.

5. Once you have added all the relevant people to the table, click 'Next' (K) to continue.

Director, partner, trustee or member details

You must provide details of all directors, partners, members or trustees (which ever applies to your towing business). A National Police Clearance issued within the last three months is required for each listed individual.

Name	Email address	Mobile number	Document provided	Actions
No member details found.				

Full name: * (F)

Email address: * (G)

Mobile number: * (H)

Upload National Police Clearance: * (I)

(J)

(K)

Page 2: Responsible officer and towing worker suitability

1. Read the responsible officer details section (A) to get a clear understanding of their responsibilities.
2. Check the box (B) confirming that at least one responsible officer you intend to add resides in Western Australia. All nominated responsible officers must be residents of Australia.
3. Click the 'Add responsible officer' (C) button to begin adding the first responsible officer. For each responsible officer you will need to provide their:
 - full name (D);
 - email address (E);
 - mobile number (F);
 - National Police Clearance completed in the last 3 months (G);
 - [Statement of Authority for Nomination of Responsible Officer form](#) (H);
 - Western Australia residence information including (I):
 - Address (J) ; and
 - proof of WA residence document (K).

After you enter each officers' details, click 'Save' (L) to add them to the table. Their information should then appear in the table.

The screenshot shows the 'Responsible officer and tow worker suitability' section of the 'Towing business authorisation application' on the DoT Direct website. The page features a navigation bar with options like 'Overview', 'Profile', and 'My work details'. A progress indicator shows five steps, with the current step being 'Responsible officer and tow worker suitability'. Below the progress bar, there is a heading 'Responsible officer details' and a paragraph explaining the requirements for listing responsible officers. A list of requirements is provided, followed by a confirmation checkbox (B) stating 'I confirm that at least one responsible officer resides in Western Australia.' Below this, there is a table with columns for 'Name', 'Email address', 'Mobile number', 'WA resident', 'Address', 'Document(s) provided', and 'Actions'. A '+ Add responsible officer' button (C) is located at the top right of the table. Below the table, there are several form fields with labels and icons (D-K) for entering details for a responsible officer: 'Full name: *', 'Email address: *', 'Mobile number: *', 'Upload National Police Clearance: *', 'Upload Statement of Authority form: *', 'Does this person reside in Western Australia?*', 'Address: *', and 'Upload proof of WA residence: *'. At the bottom left, there are 'Save' (L) and 'Cancel' buttons.

4. Once you have added all responsible officers, you must list all the towing workers that will be undertaking any regulated towing under the authorisation. Click the 'Add towing worker' button (M) to begin adding the first responsible officer. For each towing worker you will need to provide their:

- full name (N);
- email address (O);
- mobile number (P); and
- National Police Clearance completed in the last 3 months (Q).

After you enter each workers' details, click 'Save' (R) to add them to the table. Their information should then appear in the table.

5. Once you have added all towing workers, click the 'Next' button (S).

Towing worker details

You must provide details of all towing workers who engage in towing work for your regulated towing business.

A **towing worker** is any person that:

- operates a tow truck;
- loads a vehicle onto a tow truck;
- tows a vehicle using a tow truck; or
- assists or accompanies any person in performing the any previous points.

Name	Email address	Mobile number	Document provided	Actions

Full name:* (N)

Email address:* (O)

Mobile number:* (P)

Upload National Police Clearance:* (Q)

(R)

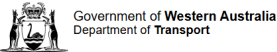
(S)


If people will be acting in multiple roles under the authorisation

If people will be acting in multiple roles (e.g. director, responsible officer, and/or towing worker), you will need to enter their information under each section.

Page 3: Applicant suitability

1. Read the applicant suitability information section (A) to get a clear understanding of how to correctly answer the applicant suitability questions.
2. Answer all the suitability questions by clicking the 'Yes' or 'No' button next to each question (B).
For questions about the applicant and responsible officer/s, consider them as one group. If any person in the group meets the criteria, select "Yes."
For questions about close associates, consider them as one group as well. If any person in the group meets the criteria, select "Yes."
3. Then, click the 'Next' (C) button.





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[Profile](#)

[My work details](#)

[On-demand Transport](#)

[Towing](#)

[Vehicles](#)

[Infringements](#)

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Towing business authorisation application

Business details
Responsible officer and tow worker suitability
3
4
5

Applicant suitability information

When assessing an application for a towing business authorisation, DTMI must determine whether the applicant is a 'fit and proper' person to conduct a regulated towing business and whether a nominated responsible officer is a 'fit and proper' person to represent a regulated towing business. Assessing 'fit and proper' status of the applicant includes consideration of the applicant's close associates.

When answering the below questions, consider all relevant individuals (all applicants, responsible officers and close associates).

The **applicant** is the towing business and includes all directors, partners, members or trustees (whichever applies to your towing business).

A **close associate** of an applicant is a person who:

- holds any relevant financial interest or is entitled to exercise any power in relation to the business;
- holds or will hold any relevant position, whether in the person's own right or on behalf of any other person, in the business; or
- is or will be engaged as a contractor or employee in the business. This includes all towing workers engaging in crash towing for the business.

A complete list of disqualification offences can be found on the [Transport WA website](#).

Applicant suitability questions

1. Has the applicant or any nominated responsible officer/s previously been the holder of an authorisation to provide regulated towing, or of an equivalent authorisation in another State or a Territory, that has been cancelled, or had an application for authorisation refused? *	<input type="radio"/> Yes <input type="radio"/> No
2. Is the applicant or any nominated responsible officer/s a member of an identified organisation under the <i>Criminal Law (Unlawful Consorting and Prohibited Insignia) Act 2021, Schedule 2</i> ? *	<input type="radio"/> Yes <input type="radio"/> No
3. Is the applicant or any nominated responsible officer/s currently charged with a disqualification offence, or been convicted of a disqualification offence? *	<input type="radio"/> Yes <input type="radio"/> No
4. To your knowledge, have any close associates of the applicant previously been the holder of an authorisation to provide towing services, or of an equivalent authorisation in another State or a Territory, that has been cancelled, or had an application for authorisation refused? *	<input type="radio"/> Yes <input type="radio"/> No
5. To your knowledge, are any close associates of the applicant currently charged with a disqualification offence, or been convicted of a disqualification offence? *	<input type="radio"/> Yes <input type="radio"/> No
6. To your knowledge, are any close associates of the applicant a member of an identified organisation under the <i>Criminal Law (Unlawful Consorting and Prohibited Insignia) Act 2021, Schedule 2</i> ? *	<input type="radio"/> Yes <input type="radio"/> No

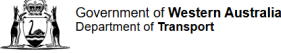
Cancel
← Back


→ Next

Last logged in 12/06/2026 12:20 PM AWST
SNAPSHOT
Mon Jun 15 08:20:21 AWST 2026
DoT Direct / Privacy / Terms of use / Disclaimer / Copyright © 2026 Department of Transport

Page 4: Tow trucks and storage yards

1. Click the 'Browse' button (A) in the 'Upload Tow Truck Authorisation Details form' field to add the [Tow Truck Authorisation Details form](#) you should have completed and saved on your device before starting your application.
2. Click the 'Browse' button (B) in the 'Upload Storage Yard Details Authorisation form' field to add the [Storage Yard Authorisation Details form](#) you should have completed and saved on your device before starting your application.
3. Click the 'Next' button (C).





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0
[Logout](#)

Towing business authorisation application

Business details
Responsible officer and tow worker suitability
Applicant suitability
4
Review and confirm

Please upload a complete documented summary of the business' tow truck and storage yard details. These documents are used to verify that your tow trucks and storage yard facilities meet the requirements under the *Towing Services Act 2024* and the *Towing Services Regulations 2025*.

Tow truck details

All regulated towing businesses will only be able to provide a service of regulated towing using tow trucks provided on their authorisation.

Use the [tow truck details form](#) to provide details of all the towing trucks that you intend to use under this authorisation, then upload below. This includes tow trucks owned by the business or used through other arrangements such as subcontracting.

Upload tow truck details form: *

A
Browse

Storage yard details

All regulated towing businesses will be required to have a storage yard that meets the following DTMI standards. Your storage yard must be suitable for storing and releasing towed vehicles as part of your business operations. For a complete list of these standards visit the [TransportWA website](#).

Use the [storage yard details form](#) to provide details on all storage yards that you intend to use under this authorisation.

Upload storage yard details form: *

B
Browse

Cancel
← Back

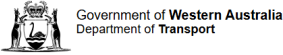
→ Next
C


Storage yard documentation

As mentioned in the overview section, you do not need to provide documentation showing that your storage yard(s) meet the required standards at the time of application submission. However, before your application is approved, the DTMI towing team will contact you to request supporting documentation. The full list of the documents required can found [here](#)

Page 5: Review and Confirm

1. Ensure all the information you have provided is true and correct (A). If you want to update any of the information you have provided, navigate to the relevant page using the 'Back' button.





Accessibility / Contact us A⁺ A⁻

Welcome John Smith
Representing Example Towing

Overview Profile My work details On-demand Transport ▾ Towing Vehicles ▾ Infringements Marine ▾ Help
🛒 0 [Logout](#)

Towing business authorisation application

Business details
Responsible officer and tow worker suitability
Applicant suitability
Tow truck and storage yard details
5

Towing business authorisation application details

Business details

Name: HADEN ENGINEERING PTY LTD

ABN: 12345678900

Business type: Company or body corporate

Business Documents: business-document.png

Directors, members, partners or trustees:

Name	Email address	Mobile number	Document provided
John Citizen	John@hotmail.com	0411121212	police-clearance-john-c.png

Responsible officers:

Name	Email address	Mobile number	WA resident	Address	Document/s provided
Tony Citizen	tony@hotmail.com	0422222222	Yes	62 ALMA ROAD, MOUNT LAWLEY WA 6050	proof-of-res-tony-c.png soa-tony-c.png police-clearance-tony-c.png

Towing workers:

Name	Email address	Mobile number	Document provided
david citizen	david@gmail.com	0433333333	david-c-police-clearance-doc.png

Applicant suitability

1. Has the applicant or any nominated responsible officer/s previously been the holder of an authorisation to provide regulated towing, or of an equivalent authorisation in another State or a Territory, that has been cancelled, or had an application for authorisation refused?	Yes
2. Is the applicant or any nominated responsible officer/s a member of an identified organisation under the <i>Criminal Law (Unlawful Consorting and Prohibited Insignia) Act 2021, Schedule 2</i> ?	Yes
3. Is the applicant or any nominated responsible officer/s currently charged with a disqualification offence, or been convicted of a disqualification offence?	Yes
4. To your knowledge, have any close associates of the applicant previously been the holder of an authorisation to provide towing services, or of an equivalent authorisation in another State or a Territory, that has been cancelled, or had an application for authorisation refused?	No
5. To your knowledge, are any close associates of the applicant currently charged with a disqualification offence, or been convicted of a disqualification offence?	No
6. To your knowledge, are any close associates of the applicant a member of an identified organisation under the <i>Criminal Law (Unlawful Consorting and Prohibited Insignia) Act 2021, Schedule 2</i> ?	Yes

Tow trucks and storage yard details

Tow truck document uploaded: tow-trucks-details-form.png

Storage yard document uploaded: storage-yard-details-form.png

Privacy collection notice

IMPORTANT INFORMATION – THIS process collects PERSONAL information about the following persons:

- An applicant for a towing business authorisation,

2. Read the privacy collection notice (B).
3. Check the box (C) to declare you have read and understood the privacy collection notice.
4. Check the box (D) to certify that the information you have provided in your application is true and correct.
5. Check the box (E) to declare you understand that it's an offence to provide information that you know to be false.
6. Then, click the 'Submit' button (F).

Privacy collection notice

IMPORTANT INFORMATION - THIS process collects PERSONAL information about the following persons:

- An applicant for a towing business authorisation,
- A representative of the towing business,
- A 'responsible officer' for the towing business,
- A 'close associate' of any of these individuals (within the meaning of s.12 of the *Towing Services Act 2024*) - this includes a towing worker or contractor.

DTMI collects your personal information, including your name, date of birth, address and driver's licence information, to verify your identity and assess your eligibility for the grant of a towing business authorisation.

This collection is authorised under the *Towing Services Act 2024*.

DTMI may disclose your information to law enforcement agencies, interstate licensing authorities, courts or other entities as permitted or required by law, including for identity verification and law enforcement purposes.

Providing this information is voluntary, but if you do not provide the required information your application may be refused. If you provide false or misleading information any towing business authorisation granted may be suspended or cancelled, you may face criminal proceedings, or other services may be refused.

DTMI is committed to protecting your privacy. For details on how we handle your personal information, including the purposes for which it may be used and disclosed, visit transport.wa.gov.au/privacy. You may access or correct your personal information by emailing foi@transport.wa.gov.au or visiting www.transport.wa.gov.au/foi. DTMI is committed to protecting the confidentiality of your personal information in accordance with the *Towing Services Act 2024* and subsidiary regulations

I have read and understand the privacy collection notice outlined above.

Declaration of knowledge

It is a serious criminal offence to make a false or misleading statement in connection with an authorisation application.

I certify that information provided in this application is true and correct.

I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Towing Services Act 2024*.

7. A pop-up box will appear to confirm that you want to submit the application. Click 'Yes' (G) if you are sure you want to submit your application. **You will not be able to make any further changes once you have done this.**

IMPORTANT INFORMATION - THIS process collects PERSONAL information about the following persons:

- An applicant for a towing business authorisation,
- A representative of the towing business,
- A 'responsible officer' for the towing business,
- A 'close associate' of any of these individuals (within the meaning of s.12 of the *Towing Services Act 2024*) - this includes a towing worker or contractor.

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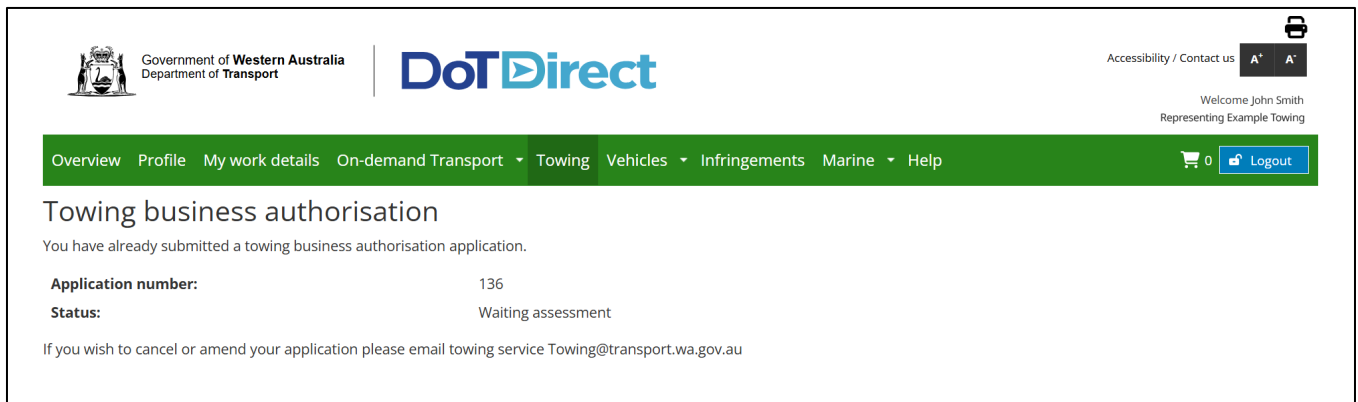
I certify that information provided in this application is true and correct.

I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Towing Services Act 2024*.

You are about to submit this towing business authorisation application. Once submitted, you cannot edit your application. Are you sure you want to submit the application?

Confirming your submission

1. You will then be returned to the towing business authorisation page. If your application has been successfully submitted, you should be able to see your application number and a status field displaying 'waiting assessment'.



The screenshot displays the user interface of the DoT Direct website. At the top left, the Government of Western Australia Department of Transport logo is visible. The main header features the 'DoT Direct' logo. On the right side of the header, there are links for 'Accessibility / Contact us' and a user profile section that says 'Welcome John Smith Representing Example Towing'. Below the header is a green navigation bar with menu items: 'Overview', 'Profile', 'My work details', 'On-demand Transport', 'Towing', 'Vehicles', 'Infringements', 'Marine', and 'Help'. A shopping cart icon with '0' and a 'Logout' button are also present in the navigation bar. The main content area is titled 'Towing business authorisation' and contains the following text: 'You have already submitted a towing business authorisation application.' Below this, there is a table with two rows: 'Application number: 136' and 'Status: Waiting assessment'. At the bottom of the content area, a note states: 'If you wish to cancel or amend your application please email towing service Towing@transport.wa.gov.au'.

Government of Western Australia
Department of Transport

DoT Direct

Accessibility / Contact us

Welcome John Smith
Representing Example Towing

Overview Profile My work details On-demand Transport Towing Vehicles Infringements Marine Help

0 Logout

Towing business authorisation

You have already submitted a towing business authorisation application.

Application number:	136
Status:	Waiting assessment

If you wish to cancel or amend your application please email towing service Towing@transport.wa.gov.au