

***Exemption* Request Form**

* Requests for exemptions must first be made with the HARPS administrator.
* Please provide details of the nature of the request along with any supporting information/evidence to harps@harpsonline.com.au using this form.
* In the subject header please type HARPS EXEMPTION request and (Company Name)
* HARPS will notify your business via email along with the respective certifying body of the outcome once the request has been processed.

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| **Company Name** |  |
| **Contact Name** |  |
| **Position title** |  |
| **Telephone** |  |
| **Email** |  |
| **Tier 1 or Tier 2** |  |
| **If you are a Tier 2 supplier, please provide the company name and contact details of at least 1 Tier 1 Customer here** |  |
| **Nature of request**  Include:   * Details of the Exemption request * Detail why the request is being made * Attach supporting information/evidence to this request |  |

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| HARPS Office Use Only | | | |
| Date Received: | Form Approved by: | Database Updated (date): | CB Notified (date): |