



GUIDELINES FOR APPLICANTS

The Australian Technology Showcase (ATS) promotes Australian industry by drawing international attention to innovative Australian technologies with commercial potential and significance for global markets.

Successful application to the ATS entitles the holder of the technology to participate in a broad ranging promotional program, including use of the ATS logo and listing on the ATS Website.

Applying for membership of the ATS

The ATS will accept applications for all types of innovative technology until all the places in the ATS have been filled. At present there are no application cut off dates or 'rounds' of applications. However we encourage you to submit your application at the earliest possible opportunity to maximise promotional opportunities.

It costs nothing to apply to the ATS. Some consultants offer to prepare ATS applications for a fee. In the opinion of the ATS, there is no need for applicants to contract a consultant. Using a consultant does not advantage your application: if the ATS requires more information about your application you, not a consultant, are best placed to provide that information. If you have any questions about the selection process, the ATS Secretariat in the Department of Employment, Economic Development and Innovation will be happy to assist you.

The "Joining the ATS" section of our website (www.ats.business.gov.au) contains an on-line application form and the ATS Disclaimers. We will be able to process your application more quickly if you submit it on-line. If you use the on-line form please print out your application and post one signed copy of the form to us. If you use the paper application form and submit it by post, please provide 3 copies of the form and any supporting documents. The application will be deemed accepted on the date the hard copy application form has been received by the ATS Secretariat in the Department of Employment, Economic Development and Innovation. Your application will be taken as an acceptance of these Guidelines and the ATS Disclaimers.

Please take care to answer all relevant questions and provide all relevant information requested on the application form. The ATS will only accept and process complete applications. The ATS Secretariat will advise you by letter if you have submitted an incomplete application.

The application form asks you to provide contact details for two independent referees. You must obtain your referees' consent before nominating them on your application form. You should provide your referees with a copy of your answers to Section 7 of the application form and a copy of the Guide for Referees which will help them prepare their reports. Your referees should forward their reports directly to the ATS Secretariat. Your referees may contact the ATS Secretariat if they have any questions about the process.

The onus is on you to provide sufficient information, relevant to each selection criterion, about your technology. You are also responsible for the accuracy of all information provided on your application form; the ATS Administrators will not investigate the accuracy of claims during the selection process. The ATS Administrators reserve the right to withdraw an applicant's membership to the ATS and access to support programs should any claims made by the applicant and its technology be considered by the ATS Administrators to be unsubstantiated or misleading.

What will happen next

The ATS Secretariat will confirm the receipt of your application. Once your referees' reports are received, the ATS Secretariat may contact your referees to discuss their comments. The ATS Secretariat may seek additional information about your technology from you or from your referee at any stage of the selection process.

The referees' reports and your application will be referred to an Independent Assessment Panel, who will assess applications against the selection criteria listed on the application form. Successful technologies will score well on a large number of these criteria, and in particular, will score highly on criteria 1, 2 and 5.

The ATS Administrators reserve absolute discretion to accept or reject applications. The decision of the ATS Administrators is final.

The ATS Administrators will inform you of the result of your application. Once your application has been assessed in accordance with the process outlined above, the ATS Administrators will not review or reopen the application in any way. Our letter to unsuccessful applicants will usually specify the reasons why the application was rejected. Unsuccessful applicants who require further information on those reasons should contact the ATS Secretariat, by letter or email. An unsuccessful applicant may submit a revised application for the same technology, provided the revised application contains significant new information.

If your technology is selected for membership of the ATS, the ATS Secretariat will ask you to provide information and images so that we can prepare your website listing. We will also ask you to sign a standard 'ATS participation agreement' which will govern your involvement in the ATS. The terms of the standard agreement are not negotiable. If you would like to view a copy of the standard ATS participation agreement, please contact the ATS Secretariat. On signing your ATS participation agreement, and subject to the applicant continuing to comply with the conditions of the participation agreement, the technology is formally "badged" as part of the ATS and we will provide you with the ATS logo.

Contact details

For further information on the ATS and for copies of application forms please refer to the ATS website at www.ats.business.gov.au or contact the ATS Secretariat at:

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