**PREFERRED CONTRACTOR REGISTER**

This template s intended to assist member businesses develop their own workplace form. The following information should be used as a guide only. Any wording changes, other than those to insert a business name, may change the context, meaning or purpose of the template. We recommend you receive advice from the Victorian Chamber of Commerce and Industry prior to making such changes.

Contacting the Victorian Chamber of Commerce and Industry

The Victorian Chamber’s team of experienced health, safety and wellbeing and workplace relations advisors can assist members with a range of health, safety, wellbeing, employment, human resources and industrial relations issues.

Our experienced health, safety and wellbeing and workplace relations consultants can also provide assistance to both members and non-members on a range of more complex matters for a fee-for-service. The consultants can, among other things, provide health, safety and wellbeing consulting and training to employees, conduct investigations and provide representation at proceedings at the Fair Work Commission.

For assistance or more information, please contact the Advice Line on **(03) 8662 5222.**

**Disclaimer**

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PREFERRED CONTRACTOR REGISTER

The following register details contractors who have been evaluated as competent by **[INSERT COMPANY NAME HERE]**. All contractors on this register have completed the Contractor Evaluation Form and this will be repeated on an annual basis. This is to ensure **[INSERT COMPANY NAME HERE]**’s commitment to providing a safe working environment for their employees, visitors and contractors can be maintained.

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| Contractor (or Sub-Contractor) | Nature of Work | Date last contractor evaluation form completed |
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