



Application for a Construction Practitioner Licence - Organisation

CL3

Application Renewal Reapplication

1. Organisation Details

Organisation _____ ACN _____

Postal address _____

Territory/State _____ Postcode _____

Business address _____

Territory/State _____ Postcode _____

Business phone _____ Mobile phone _____

Facsimile _____ Contact person _____

Email _____

If a **Partnership** please supply:

A partnership agreement; and/or

Other evidence (of the existence of Partnership)

A partnership agreement must contain for all partners Date of Birth, Full Name, Addresses, Name of Partnership Statement of Agreement, ACN, Signed and dated.

Or if a **Company** please supply:

A recent '**Historical Company Extract**'

This extract must be obtained from the Australian Securities and Investment Commission (ASIC). 5th Floor, 15 London Circuit, Canberra City or via the internet on www.asic.gov.au

2. Construction Occupation

Please indicate which occupation/s and licence class/es you are applying for:

Builder	Building Surveyor	Plumber
<input type="checkbox"/> Class A	<input type="checkbox"/> Principal Building Surveyor	<input type="checkbox"/> Sanitary Plumber
<input type="checkbox"/> Class B	<input type="checkbox"/> General Building Surveyor	<input type="checkbox"/> Water Supply Plumber
<input type="checkbox"/> Class C		
<input type="checkbox"/> Class D		
Drainer	Gasfitter	Electrician
<input type="checkbox"/> Advanced Sanitary Drainer	<input type="checkbox"/> Advanced	<input type="checkbox"/> Electrical Contractor
<input type="checkbox"/> Operative Drainer	<input type="checkbox"/> General	
	<input type="checkbox"/> LPG Gasfitter (Vapour Phase)	
	<input type="checkbox"/> LPG Gasfitter (Liquid Phase)	

Does your organisation currently or have previously held a licence in the ACT?

No Yes Licence No. _____ Class _____

3. Questionnaire

No Yes Have any of the Partners/Directors been convicted or found guilty of an offence involving fraud or dishonesty punishable by imprisonment for 1 year or more?

No Yes Have any of the Partners/Directors been bankrupt, or are applying to take the benefit of any law for the relief of bankrupt or insolvent debtors, or compounding with creditors or making an assignment of remuneration for the benefit of creditors?

No Yes Have any of the Partners/Directors ever had a licence disqualified, cancelled or suspended under the corresponding laws of any other Australian State or Territory or New Zealand?

If you have answered 'Yes' to any of the above questions please provide details:

.....

.....

Privacy Information

The information you are asked to provide will be used to assess your ability to be licensed under the *Construction Occupations (Licensing) Act 2004*. The lawful authority for the collection of this information is the *Construction Occupations (Licensing) Act 2004*. The information may be disclosed to other Registration Authorities.

Should your application be successful your details will be entered into the Licensing Register of which some parts will be made available on the ACT Planning and Land Authorities website.

Note

To be eligible for a particular occupation or licence class you must appoint a director, partner or employee who holds the same kind of licence being applied for, as a nominee for your organisation under part 6.

Office use only

Fees

App fee. _____

Lic. fee. _____

Other _____

Date received _____ / _____ / _____

Receipt no. _____

Licence no. _____

Receiving officer _____

4. Financial Resources (only applicable to organisations making an application or reapplication)

Does your organisation have, or have access to financial resources adequate to complete any work that will be authorised under the licence you are applying for? Please state what types of bank accounts you hold and with which bank:

.....
.....
.....

Nominees
If a nominee upgrades or alters their licence after being appointed as a nominee then an 'Update of Nominees (CL7)' form will have to be completed before the Company/Partnership Licence will reflect the change.

5. Nominees

As a Director Partner Employee

I (print full name) agree to the

appointment of being a **Nominee** for (organisation)
in relation to the adequate supervision of the types of construction services my individual licence allows

(Licence No.) Occupation Class
to be provided by this organisation. I understand my responsibilities as required by the Construction Occupations (Licensing) ACT 2004 while I am a nominee.

Signature _____ Date / /

As a Director Partner Employee

I (print full name) agree to the

appointment of being a **Nominee** for (organisation)
in relation to the adequate supervision of the types of construction services my individual licence allows

(Licence No.) Occupation Class
to be provided by this organisation. I understand my responsibilities as required by the Construction Occupations (Licensing) ACT 2004 while I am a nominee.

Signature _____ Date / /

As a Director Partner Employee

I (print full name) agree to the

appointment of being a **Nominee** for (organisation)
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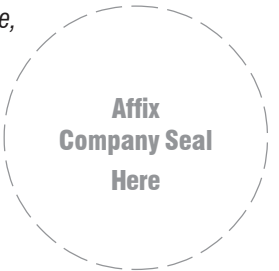
Signature _____ Date / /

6. Declaration

As a Director Partner of (organisation)

I declare that all the information contained and attached to this application is complete, accurate and true to the best of my knowledge, and appoint the nominees as listed in this application. **I understand that there are severe penalties for providing false or misleading information.**

I declare that I understand that corporations or partnerships may only be licensed to undertake construction work of the type for which the nominee/s for the company are licensed. This includes restrictions and/or endorsements.



Print name _____

Signature _____ Date / /

Fees and Charges

Builder	
Application Fee	\$189.00
Licence Fee (Term 3 years)	\$1032.00
Licence Fee (Term 1 year)	\$407.00
Building Surveyor	
Application Fee	\$125.00
Licence Fee (term of insurance)	\$125.00
Plumber/Drainer/Gasfitter (inclusive)	
Application Fee	\$23.00
Licence Fee (3 years)	\$237.00
Licence Fee (1 year)	\$134.00
Electrician	
Application Fee	\$23.00
Licence Fee (3years)	\$237.00
Licence Fee (1year)	\$134.00
Reapplication fees	
Reapplication fee Builder (within 12 months of expiry) or Electrician	\$23.00
Reapplication fee Builder (over 12 months of expiry)	\$189.00
Reapplication fee Plumber/ drainer/Gasfitter (inclusive)	\$23.00
Reapplication fee Building Surveyor or Plumbing Plan Surveyor	\$125.00

Payment Options

Cheques should be made payable to the "Receiver of Public Monies".

Please provide your name and address on the back of the cheque.

IN PERSON - present your cash, cheque, money order or credit/debit card (\$5.00 minimum payment and \$2500.00 maximum payment for credit card) at the ACT Planning and Land Authority Shopfront, ground floor, south, Dame Pattie Menzies House, 16 Challis Street, Dickson, ACT (8:30 am to 4:30 pm Monday to Friday except public holidays).

BY FAX - complete the credit card details and payment details (\$5.00 minimum payment and \$2500.00 maximum payment for credit card) then fax it to the ACT Planning and Land Authority on fax number (02) 6207 1925 (Mastercard and VISA accepted).

BY MAIL- enclose a cheque or money order or complete the credit card details and payment details (\$5.00 minimum payment and \$2500.00 maximum payment for credit card) then post it to Licensing Unit, ACT Planning and Land Authority, GPO Box 1908, Canberra ACT 2601.

ENQUIRIES - Please call (02) 6207 1923, facsimile (02) 6207 1925.

Payment Authority - for fax or mail payments only (see above)

Please charge the amount of \$..... to the: Mastercard Visa of:

Name of cardholder _____

Card number _____ Expiry date _____ / _____ / _____

Cardholder's signature _____ Date _____ / _____ / _____