



## Construction Practitioner Licence – Change of address or replacement of licence card

*Construction Occupations (Licensing) Act 2004*

### Type of Application

Change of  
address details

Replacement of licence card

Reason for replacement:

Lost card

Card stolen

Card destroyed

other .....

### Licensee Details

Company

Partnership

Individual

Licence holder name

Licence number

ACN (if company)

Contact person

Postal Address

Suburb

State

Postcode

Business/home  
Address

Suburb

State

Postcode

Phone Number  
Business Hours

Mobile

Facsimile Number

EMAIL ADDRESS

## Application Fees

Fees apply to this application and will vary depending on the relevant occupation or occupations. Please refer the ACT Planning and Land Authority "**Fees and Charges Booklet**" available on the ACTPLA website [www.actpla.act.gov.au](http://www.actpla.act.gov.au)

## Declaration

I, (print name) ..... declare that all the information contained and attached to this form is complete, accurate and true to the best of my knowledge. I understand that there are severe penalties for providing false or misleading information.

Signature \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Important note: Section 21 of Construction Occupations (Licensing) Regulations 2004 requires a licensee to tell the Construction Occupations Registrar in writing (within 2 weeks) of any change in a detail relating to the licensee that is recorded in the licensing register**

## Privacy Notice

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. If your application is successful your details will be entered into the Licensing Register. Some of this information will be made available on the ACT Planning and Land Authority's website

## Contact Details:

ACT Planning and Land Authority  
Customer Service Centre  
GPO Box 1908, Canberra City 2601  
16 Challis Street, Dickson ACT 2602

Business Hours: 8.30am to 4.30pm weekdays (excluding Public Holidays)

Phone: (02) 6207 1923

Fax: (02) 6207 1925

TTY: (02) 6207 2622

Email: [actpla.customer.services@act.gov.au](mailto:actpla.customer.services@act.gov.au)

Website: [www.actpla.act.gov.au](http://www.actpla.act.gov.au)