



Application for a Construction Practitioner Licence - Owner Builder - BCA Class 10

CL6

Note

Corporations are not eligible for an owner builder licence.

Only one of the land owners can be the Primary Applicant.

Where more than one individual owns the land, **all owners other than the Primary Applicant must provide the details required under section 2 and 5.**

Owner builders licence class is for building work other than specialist building work, in relation to a BCA class 1, 2 or 10 building that is or is to be, the licensee's main home or ancillary to it. This application is for BCA class 10 only.

If the licence is issued you may not commence work until your certifier has issued a commencement notice.

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.

Office use only

Fees

App fee.

Lic. fee.

Other

Date received

/ /

Receipt no.

Licence no.

Receiving officer

1. Primary Applicant Details (Owner who is applying for the licence)

Title _____ Surname _____

Given names _____ Date of birth / /

Residential address _____ Territory/State _____ Postcode _____

Postal address _____

_____ Territory/State _____ Postcode _____

Home phone _____ Business phone _____

Mobile phone _____ Facsimile _____

Email _____

2. Other Applicant's Details (joint owners of the property)

1. Surname _____ DOB / /

Given names _____

2. Surname _____ DOB / /

Given names _____

3. Surname _____ DOB / /

Given names _____

3. Details of Building Work

***Do not apply unless you have a building approval from a certifier*
(Please attach a copy of the Plan approved by your certifier)**

Suburb _____ Block _____ Section _____ Unit no. _____

Description of work to be undertaken _____

Building Approval issue date / / Name of Certifier _____

4. Questionnaire (required under the Act)

- No Yes 1. Are you the owner of the land where the building work is proposed to be undertaken?
- No Yes 2. Have you or any of the applicants been granted an Owner Builder's Licence in relation to other land (in the ACT) in the past 5 years?
- No Yes 3. Is the building work in relation to your main home or what is to be your main home or ancillary to it?
- No Yes 4. Have any of the applicants been convicted or found guilty of an offence involving fraud or dishonesty punishable by imprisonment for 1 year or more?
- No Yes 5. Have any of the applicants 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 6. Have any of the applicants ever had a construction occupation 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 questions 4-6 please provide details:

5. Declaration

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

Primary Applicant's Signature _____ Date / /

Other Applicant 1 Signature _____ Date / /

Other Applicant 2 Signature _____ Date / /

Other Applicant 3 Signature _____ Date / /

6. Skills and Experience

As per the *Construction Occupations Licensing Act 2004 - Mandatory Qualifications* to become an Owner Builder you must have experience sufficient to demonstrate that you are capable of carrying out the building work in the relevant building approval.

Do you hold a Builders Licence? No Yes

If **Yes**: State licensed in Licence Number

If **No**: Please list skills and experience
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.....
.....

Please attach copies of any documents that may substantiate your skills and experience.

With the commencement of the *Construction Occupations Licensing Act 2004 (Act)* on 1 September 2004 a number of new requirements have come into effect for Owner Builders, they are as follows:

- To grant an Owner Builder’s licence, the registrar must ensure that the applicant possesses the skills, knowledge and experience to carry out the building work in the relevant building approval (BA approved plan).
- Refusal to grant an Owner Builder licence is reviewable by the Administrative Appeals Tribunal (AAT).
- Owner Builders are subject to **Demerit Points** under the Act.
- Owner Builders are subject to the same **Disciplinary Actions** that apply to builders under the Act.
- Owner Builders can be issued with a **Rectification Order** for work that they have carried out even after the ownership of the property has been changed this order may be made within 10 years after the certificate of occupancy was issued.

Note

If you hold a Builder’s Licence Class A, B, C or D or the interstate equivalent you are considered qualified for an Owner Builder’s Licence.

Fees and Charges

Owner Builder
Licence and Application Fee **\$189.00**

Payment Options

Please provide your name and address on the back of the cheque and make payable to the ‘Receiver of Public Monies’.

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 _____ / _____ / _____