

NORTHERN TERRITORY OF AUSTRALIA BUILDING PRACTITIONERS BOARD

Application for registration as an building practitioner – Individual building certifier

Use this form to apply for registration as an individual building certifier in accordance with section 48E of the *Building Act 1993*.

Please see the building practitioner's board [website](#) for further information about the application process and the relevant fee.

Registration category (select one)				
Residential (Class 1 and 10 buildings and structures only)	<input type="checkbox"/>	Unrestricted (all classes of buildings and structures)	<input type="checkbox"/>	
Applicant details (please note the postal address will be listed on the public register of building practitioners)				
Surname:		Date of birth:		
Given name/s:				
Registered business / trading name:				
Business address:				
Suburb:		State:		Postcode:
Is your postal address the same as above? If no, complete below:				
Postal address:				
Suburb:		State:		Postcode:
Contact details				
Phone number:		Mobile number:		
Email address:				
Disclosures				
If you have answer yes to any of the questions below, please provide details and copies of all relevant documentation.				
1. Are you an undischarged bankrupt or have you applied to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounded with creditors or made an assignment of your remuneration the <i>Bankruptcy Act 1966</i> ?				Yes / No
If yes, provide details below:				
2. Have you in the last 10 years been convicted of a criminal offence (other than a minor traffic offence) or are any court proceedings pending?				Yes / No
If yes, provide details below:				

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3. Have you ever been disqualified from holding an occupational licence or certificate, or had an occupational licence or certificate cancelled, suspended or refused (including interstate licences, certificates or registrations)?	Yes / No
If yes, provide details below:	
4. In respect of any work you have done in an equivalent position, have you ever been fined, reprimanded or cautioned for any breach of rules, professional conduct or code of ethics?	Yes / No
If yes, provide details below:	
5. Have you in the last 5 years been a Director, Secretary or a person in a position to control or substantially influence a company's conduct or affairs (such as a shareholder with a significant shareholding, a financier or a senior employee) within 12 months of that company being placed in receivership, administration, official administration, under a deed of company arrangement, in liquidation or wound up for the benefit of creditors?	Yes / No
If yes, provide details below:	
6. Have you ever held or do you currently hold a registration as a building practitioner in any other jurisdiction?	Yes / No
If yes, provide category, jurisdiction & date last registered below:	

Applicant declaration			
I, (full name):			
Of: (address)			
Solemnly and sincerely declare that:			
<ul style="list-style-type: none"> All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and I have read and understood the information contained in this application and associated guidelines and accept that failure to supply information required on this form may delay processing of this application; and I give the Building Practitioners Board consent to make any inquiries and to receive and disclose information which is relevant to my ongoing eligibility to be registered as an architect; and I acknowledge that information (name, business address and telephone number) will be placed on a public register; and I understand and acknowledge my legal obligations under the <i>Building Act 1993</i> if registration is granted; and I know that it is an offence to make a declaration which is false in any material particular. 			
This declaration is made at: (location)		on: (date)	
Applicant signature:			
<p>Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.</p>			
Qualification requirements checklist			
Prescribed application fee – See the application forms page for current fee.	<input type="checkbox"/>		
Application complete and declaration signed	<input type="checkbox"/>		
Photo ID attached. <ul style="list-style-type: none"> Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. For example: Drivers licence, passport, evidence of age card, firearms licence, working with children’s card etc. 	<input type="checkbox"/>		
Copy of your qualification certificates as determined by the Minister, pursuant under Section 24(1)(b) of the <i>Building Act 1993</i> attached. <ul style="list-style-type: none"> A degree, diploma or other educational qualification required for accreditation as a building surveyor by the Australian Institute of Building Surveyors. Refer to Ministers Determination for further information. 	<input type="checkbox"/>		
Evidence of experience requirements attached (as per below) as determined by the Minister, pursuant to Section 24(1)(b) of the <i>Building Act 1993</i> . <ul style="list-style-type: none"> Current resume outlining working history and recent experience; and Minimum three current written reference(s) from a registered building practitioner (preferably registered in the Northern Territory) must be provided that confirms your recent experience listed on your resume. <p>Note: You are required to possess the experience as determined by the Minister, that is:</p> <ul style="list-style-type: none"> Builder Certifier Unrestricted - 4 years practical experience in building surveying in relation to all classes of buildings. Builder Certifier Residential - 3 years practical experience in building surveying of Class 1 and Class 10 buildings. 	<input type="checkbox"/>		

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Copy of current Certificate of Professional Indemnity Insurance attached (as per below schedule)		
<ul style="list-style-type: none"> • Building Certifier Unrestricted, Certifying Engineer Structural and Certifying Plumber & Drainer Design 	- \$1 000 000	□
<ul style="list-style-type: none"> • Building Certifier Residential 	- \$500 000	
<ul style="list-style-type: none"> • Certifying Engineer Mechanical, Certifying Engineer Hydraulic and Certifying Architect 	- \$500 000	
<p>Note 1: The insurance certificate of currency must be submitted with your application. The policy must note you as an insured party or if you are using your employer's insurance it must be accompanied by a letter from the employer on company letterhead (and signed by a company director) confirming that you are covered by their insurance policy.</p> <p>Note 2: If you are using your employer's insurance, your employer must also be registered as a building practitioner in the Northern Territory in the same category. You will also have a restriction on your registration stating that you are restricted to projects on behalf of your employer only.</p>		
Privacy statement		
The Northern Territory Government and the Building Practitioners Board of the Northern Territory complies with the Information Privacy Principles scheduled by the <i>Information Act 2002</i> .		
Lodgement		
Complete applications can be lodged in person, email or via post at a Territory Business Centre below:		
Darwin:	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah	
Katherine:	Big Rivers Government Centre, 5 First Street, Katherine	
Tennant Creek:	Shop 2, Barkly House, Cnr Davidson and Paterson Streets, Tennant Creek	
Alice Springs:	Ground Floor, The Green Well Building, 50 Bath Street Alice Springs	
1800 193 111	territorybusinesscentre@nt.gov.au	GPO Box 9800 Darwin NT 0801
Payment details		
A fee is payable on lodgement of this application form. Payment can be made by:		
<ul style="list-style-type: none"> • Cash (in person only); or • Cheque (made out to Receiver of Territory Monies - in person/mail); or • Credit card (Visa or MasterCard accepted in person or over the phone). Note: A staff member from the Territory Business Centre will contact you via phone for payment. 		
Payment date:	Receipt number:	Amount paid: