

NORTHERN TERRITORY BUILDING PRACTITIONERS BOARD

POLICY TITLE:	Lapsed Registration	
POLICY NO.:	BPB-014	
EFFECTIVE DATE:	18 March 2009	REVIEWED: 20 May 2020

Purpose of Policy:

To provide practitioners with a clear understanding of the importance of lodging their application for renewal two months prior to their registration expiring as specified in section 24E(2) of the Building Act and section 40B of the Building Regulations.

Supporting Policies/documents:

Renewal notices are forwarded approximately twelve weeks prior to the expiry date. However, it remains the practitioner's responsibility to ensure that the registration is renewed. The Board may refuse to accept an application for renewal if it is not made at least 2 months before the expiry date. Failure to renew prior to the expiry date will mean that the practitioner's registration will lapse.

Policy:

- (a) Subject to clause (b), the Board will decide whether to accept an application for renewal of registration made less than 2 months before the expiry date in the light of the practitioner's explanation for the late lodgment.
- (b) The Board will, in the absence of exceptional circumstances, refuse to accept an application for renewal made after the registration has expired for a period of 3 months.
- (c) The Board may accept an application for renewal made less than 3 months after the registration has expired provided the applicant can demonstrate to the satisfaction of the Board that the applicant's policy of professional indemnity insurance (as required to be held by law) provides continuous coverage from the expiration date.
- (d) When the Board refuses to accept an application for renewal, the practitioner may make a new application for registration under section 23 or section 24A. Any such new application will be assessed by the Board having regard to the **qualifications and experience requirements in force at the time of lodgment**.

Adopted by the Building Practitioners Board



Paul Nowland
Chairperson

20 May 2020