

NORTHERN TERRITORY BUILDING PRACTITIONERS BOARD

APPLICATION FOR UPGRADE OF REGISTRATION

BUILDING CONTRACTOR RESIDENTIAL

(UNRESTRICTED)

SECTION 1 PERSONAL DETAILS

FAMILY NAME (Surname)	<input type="text"/>		
GIVEN NAME (First name)	<input type="text"/>	OTHER NAMES (Middle names)	<input type="text"/>
PREFERRED NAME	<input type="text"/>	BIRTH FAMILY NAME (e.g. maiden name)	<input type="text"/>
GENDER	Male <input type="checkbox"/>	Female <input type="checkbox"/>	DATE OF BIRTH <input type="text"/>

SECTION 2 CONTACT DETAILS

BUSINESS HOURS PHONE NUMBER	<input type="text"/>	AFTER HOURS PHONE NUMBER	<input type="text"/>
FAX NUMBER	<input type="text"/>	MOBILE PHONE NUMBER	<input type="text"/>
EMAIL	<input type="text"/>		

SECTION 3 ADDRESS DETAILS

HOME ADDRESS	<input type="text"/>
	<input type="text"/>
POSTAL ADDRESS	<input type="text"/>
For the service of notices and documents	<input type="text"/>

SECTION 4 CURRENT RESTRICTED REGISTRATION

Current registration number

SECTION 5 QUALIFICATION & EXPERIENCE REQUIREMENTS

You must demonstrate that, under the supervision of a registered building contractor residential (unrestricted), you have had substantial personal involvement in, and responsibility for, the design and construction of at least one building:

- that involved carrying out relevant (unrestricted) building work (i.e. flats or units 3 storeys or greater in height); and
- for which an occupancy permit has been granted.

Please provide a copy of the occupancy permit and a written reference from the registered building contractor (unrestricted) who supervised the works, detailing your level of involvement and responsibility on the project. You must also provide at least 3 independent written references in regard to your knowledge and understanding of multi-storey construction including, as a minimum, a reference from each of the following people involved in the project –

- the architect/designer
- the structural engineer, and
- the building certifier

who were directly involved in the construction phase of the project.

You must also demonstrate to the satisfaction of the Board that you have a comprehensive working knowledge and understanding of the regulatory and technical issues associated with the construction of buildings of more than 2 storeys, including the relevant requirements of the Building Code of Australia. Please ensure that the above references address these issues.

Address of the unrestricted project:

SECTION 6 PAYMENT OF FEES

An application fee is applicable. This fee is non refundable but is credited to the 2 year registration fee. The fee is payable either by cheque made payable to the "Receiver of Territory Monies" (RTM), by credit card or cash (lodged in person only – DO NOT SEND CASH VIA MAIL).

PLEASE REFER TO THE PAY SCHEDULE FOR CORRECT FEE AMOUNTS – This is located on our website www.nt.gov.au/bpb/forms.shtml

Payment Details

A cheque for \$_____ is enclosed or

Please debit my VISA MasterCard For \$_____

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Credit Card Number							Expiry Date		

Card holder name _____

Card holder signature _____ Date ___/___/___

FOR OFFICE USE ONLY			
Receipt Number	<input type="text"/>	Date	<input type="text"/>
Amount	<input type="text"/>	Received By	<input type="text"/>

SECTION 7 STATUTORY DECLARATION

Oaths, Affidavits and Declarations Act

I, _____ (full name) do solemnly and sincerely declare that the particulars contained in this application and following statements are true and correct and all of the attachments are the original or a complete and accurate copy of the original.

- I give the Northern Territory Building Practitioners Board consent to make any inquiries and to receive and disclose any information which is relevant to my initial and ongoing eligibility to be registered as a building practitioner;
- I acknowledge that information (name, business address and telephone number) will be placed on a register that is open to the public;
- I accept that failure to supply information required on this form may delay processing of this application;
- I understand and acknowledge my legal obligations under the *Building Act* if registration is granted;

And I make this declaration by virtue of the *Oath, Affidavits and Declarations Act* knowing that the declaration is true in every particular and with the knowledge that it is an offence to make a statutory declaration that is false in any material particular.

Declared at _____ (place where the declaration is made) on the _____ day of _____ 20____.

Signature (person making the declaration)

Signature of Witness

Full Name and Address of Witness

Note: it is an offence under the *Oaths, Affidavits and Declarations Act* for a person to intentionally do something to a Statutory Declaration that results in it becoming false or misleading whether the thing done is done intentionally or recklessly. If convicted of this offence you may be fined or imprisoned. It is an offence under the *Criminal Code Act* for a person to make a statutory declaration that is, to the knowledge of the person making the statutory declaration, false. If convicted of this offence you may be imprisoned.

This declaration may be made before any person who has attained the age of 18 years.

PRIVACY

The Building Practitioners Board of the Northern Territory (NT) is collecting the information on this form to determine whether or not you are eligible for registration as a building practitioner – building contractor (unrestricted), in accordance with the provisions of the *Building Act*. The names, business addresses and business telephone numbers of registered building practitioners will be entered into a register of building practitioners. This register will be available for the public to access via our internet site or upon request. The Building Practitioners board collects personal information in accordance with the Northern Territory Government's privacy statement available at www.nt.gov.au/ntg/disclaimer.shtml and adheres to the privacy legislation contained within the *Information Act* (NT). Personal information provided on this form can be accessed by you. For more information, please contact the Building Practitioners Board, or the Audit and Information Officer for the Department, on 8924 7434.

SUBMITTING**CHECKLIST - Please ensure that you have provided the following:**

- Completed Form
- Copy of Building Permit or written reference from the registered builder who supervised the works
- Copy of Occupancy Permit
- At least 3 references – one each from the project architect, engineer, and building certifier
- Application Fee

The completed form, attachments and fee should be addressed to The Registrar, Building Practitioners Board and

POSTED TO OR **LODGED IN PERSON** Monday to Friday 8:00AM to 4:00PM

The Registrar
Building Practitioners Board
GPO Box 1680
DARWIN NT 0801

Ground Floor, Arnhemica House
16 Parap Road
PARAP
Phone 8936 4082

First Floor, Alice Springs Plaza
36 Todd St (Cnr Todd Mall & Parsons St)
ALICE SPRINGS
Phone 8951 9218

First Floor, Government Centre
5 First St
KATHERINE
Phone 8973 8926

33 Leichhardt St
TENNANT CREEK
Phone 8951 9218 (Alice Springs)