

NORTHERN TERRITORY OF AUSTRALIA BUILDING PRACTITIONERS BOARD

Application for registration as a building practitioner – Corporation

Use this form to apply for a registration as a corporation in accordance with Section 24 and 22A of the *Building Act 1993*. This form is not for building contractor corporation applications.

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

Category of registration (select one)				
Certifying Engineer (Structural)	<input type="checkbox"/>	Certifying Plumber & Drainer	<input type="checkbox"/>	
Certifying Engineer (Mechanical)	<input type="checkbox"/>	Certifying Plumber & Drainer (Design)	<input type="checkbox"/>	
Certifying Engineer (Hydraulic)	<input type="checkbox"/>	Certifying Architect	<input type="checkbox"/>	
Building Certifier (Residential) (class 1 and 10 building and structures only)	<input type="checkbox"/>	Building Certifier (Unrestricted) (all classes of building and structures)	<input type="checkbox"/>	
Corporation details (please note the postal address will be listed on the public register of building practitioners)				
Corporation name:				
Registered business/trading name:				
ACN:		ABN:		
Business address:				
Suburb:		State:	Postcode:	
Is your postal address the same as above? If no, complete below:				
Postal address:				
Suburb:		State:	Postcode:	
Contact details				
Contact person:				
Phone number:		Mobile number:		
Email address:				
Director and Management details				
List the names of all directors and persons concerned in the management or conduct of the corporation and the positions they hold (attach list if necessary). Note: must be supported with a copy of the current ASIC extract dated within 28 days from the date of this application.				
Name	Position	Date of birth	Address	

Director/s acceptance

All director/s concerned in the management or conduct of the corporation must complete the below. If more than three directors please photocopy and attach to the application.

Director 1

Full name:

I hereby declare that I am a director of the corporation described in this application. I understand the responsibilities imposed upon me by the *Building Act 1993*. I understand I am responsible for all work undertaken by the corporation. I undertake to notify the Building Practitioners Board in writing of any changes affecting the corporation's registration in accordance with section 25A of the Act.

Director signature:

Date:

Director 2

Full name:

I hereby declare that I am a director of the corporation described in this application. I understand the responsibilities imposed upon me by the *Building Act 1993*. I understand I am responsible for all work undertaken by the corporation. I undertake to notify the Building Practitioners Board in writing of any changes affecting the corporation's registration in accordance with section 25A of the Act.

Director signature:

Date:

Director 3

Full name:

I hereby declare that I am a director of the corporation described in this application. I understand the responsibilities imposed upon me by the *Building Act 1993*. I understand I am responsible for all work undertaken by the corporation. I undertake to notify the Building Practitioners Board in writing of any changes affecting the corporation's registration in accordance with section 25A of the Act.

Director signature:

Date:

Nominee/s acceptance

All nominees for the corporation must be listed below. If the following nominees change or cease during the registration period the corporation is required to notify the Building Practitioners Board within 7 days. If more than three nominees photocopy and attach to the application.

Nominee 1

Full name:

NT registration no:

Expiry date:

I hereby accept nomination as the registered practitioner for the corporation described in this application. I understand the responsibilities imposed upon me by the *Building Act 1993* during the period that I am the registered practitioner for this corporation.

Nominee signature:

Date:

Nominee 2			
Full name:			
NT registration no:		Expiry date:	
I hereby accept nomination as the registered practitioner for the corporation described in this application. I understand the responsibilities imposed upon me by the <i>Building Act 1993</i> during the period that I am the registered practitioner for this corporation.			
Nominee signature:		Date:	
Nominee 3			
Full name:			
NT registration no:		Expiry date:	
I hereby accept nomination as the registered practitioner for the corporation described in this application. I understand the responsibilities imposed upon me by the <i>Building Act 1993</i> during the period that I am the registered practitioner for this corporation.			
Nominee signature:		Date:	
Disclosures			
Section 24(2)(b) of the <i>Building Act 1993</i> requires all directors and other persons concerned with the management or conduct of the corporation to prove they are fit and proper persons to be registered. If you answer YES to any questions below, please provide copies of all relevant documentation in support.			
Have <u>any</u> Directors or <u>any</u> other persons concerned in the management or conduct of the corporation:			
1. In the last 5 years, been declared an undischarged bankrupt or entered into any current Part IX agreement or Part X arrangement or agreement under the <i>Bankruptcy Act 1966</i> ?			Yes / No
If yes, provide details below			
2. In the last 5 years, become bankrupt or have entered into a Part IX agreement or Part X arrangement or agreement under the <i>Bankruptcy Act 1966</i> ?			Yes / No
If yes, provide details below			
3. 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, please provide registration number)			

4. 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	
5. Been disqualified from holding an occupational licence or certificate, or had an occupational licence or certificate cancelled or suspended or refused (including interstate licences, certificates or registrations)?	Yes / No
If yes, provide details below	
6. In respect of any work done in an equivalent position, been fined, reprimanded or cautioned for any breach of rules, professional conduct or code of ethics?	Yes / No
If yes, provide details below	
Directors declaration	
I, (full name of director 1):	
I, (full name of director 2):	
Hereby apply for a building practitioner registration on behalf of the following declared corporation:	
Corporation name:	
Solemnly and sincerely declare that:	
<ul style="list-style-type: none"> I am authorised to make this declaration on behalf of the corporation; 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 give the Northern Territory Building Practitioners Board consent to make any inquiries and to receive and disclose any information which is relevant to the corporation's 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/We accept that failure to supply information required on this form may delay processing of this application; I/We understand and acknowledge my legal obligations under the <i>Building Act 1993</i> if registration is granted; And I make this declaration by virtue of the <i>Oath, Affidavits and Declarations Act 2010</i> 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. 	
This declaration is made at: (location)	on: (date)
Director 1 signature:	Director 2 signature:
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.	

Checklist		
Prescribed application fee – See the application forms page for current fee.		<input type="checkbox"/>
Completed and signed declaration.		<input type="checkbox"/>
Supporting documents if you ticked YES to any disclosure questions above.		<input type="checkbox"/>
Current ASIC company extract attached (within 28 days from date of this application).		<input type="checkbox"/>
Copy of current business name certificate attached.		<input type="checkbox"/>
Copy of current Certificate of Professional Indemnity Insurance attached (as per below schedule).		<input type="checkbox"/>
Building Certifier Unrestricted, Certifying Engineer Structural and Certifying Plumber & Drainer Design	\$1 000 000	
Building Certifier Residential	\$500 000	
Certifying Engineer Mechanical, Certifying Engineer Hydraulic and Certifying Architect	\$500 000	
Note: The insurance certificate of currency must be submitted with your application.		
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: