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| NORTHERN TERRITORY OF AUSTRALIA  BUILDING PRACTITIONERS BOARD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Notification of change in relation to registration requirements for building practitioner - Corporation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Where the change in circumstance will **not** result in the corporation ceasing to comply with a requirement for registration, for example, corporations with more than 1 Director/Nominee.   * Form to be lodged **within** 7 days. Penalties apply - Maximum 430 penalty units   Where the change in circumstance **will** result in the corporation ceasing to comply with a requirement for registration, for example, for corporations with a sole Director/Nominee.   * Form to be lodged **immediately,** Penalties apply - Maximum 430 penalty units | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Corporation details** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Corporation name: | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
| Business/trading name: | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
| ACN: |  | | | | | | | | ABN: | | | | | | |  | | | | | | | | | | | | | |
| **Corporation registration category details** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Registration number: | | | |  | | | | | | | | | | | Expiry date: | | | | | | |  | | | | | | | |
| Registration category: (you can only renew your current category) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Building Contractor Residential (Restricted) | | | | | | | | | |  | | | | Certifying Engineer (Hydraulic) | | | | | | | | | | | | | | |  |
| Building Contractor Residential (Unrestricted) | | | | | | | | | |  | | | | Building Certifier (Residential) | | | | | | | | | | | | | | |  |
| Certifying Plumber and Drainer | | | | | | | | | |  | | | | Building Certifier (Unrestricted) | | | | | | | | | | | | | | |  |
| Certifying Engineer (Structural) | | | | | | | | | |  | | | | Certifying Plumber and Drainer (Design) | | | | | | | | | | | | | | |  |
| Certifying Engineer (Mechanical) | | | | | | | | | |  | | | | Certifying Architect | | | | | | | | | | | | | | |  |
| **Business address details** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 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: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Building practitioner nominee details** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Where there has been an event as listed below (such as the resignation of a nominee), list details of those registered practitioners, in accordance with section 25A(1) or (2) of the *Building Act 1993*.  **Note:** if the sole building practitioner for a corporation is listed above, your corporation registration will be suspended unless a new registered practitioner is advised. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Practitioner name: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Registration number: | | |  | | | | | | | | | | | | | | Cease date: | | | | | |  | | | | | | |
| Reason: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Resignation (cease to act) | | | | | | |  | | | | | | Suspension/Cancellation | | | | | | | | | | | | | | |  | |
| Not renewed (i.e. expired) | | | | | | |  | | | | | | Ceases to be registered director | | | | | | | | | | | | | | |  | |
| Ceases to be a registered manager | | | | | | |  | | | | | | Ceases to be able to provide supervision | | | | | | | | | | | | | | |  | |
| **Declaration** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| This declaration must be made by 2 directors or a director and secretary of the corporation (or by the sole director/secretary if applicable) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Director** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I, (full name): | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Being a company: | | | Director | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| Hereby notify changes to registration requirements pursuant to section 25A of the *Building Act 1993*; | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| This declaration is made at: (location) | | | | | | | |  | | | | | | | | | | | | | | | | on: (date) | |  | | | |
| Signature: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Director (2) / Secretary** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I, (full name): | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Being a company: | | | Director | | |  | | | | | | Secretary | | | | | | |  | | | | | | | | | | |
| Hereby notify changes to registration requirements pursuant to section 25A of the *Building Act 1993*; | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| This declaration is made at: (location) | | | | | | | |  | | | | | | | | | | | | | | | | on: (date) | |  | | | |
| Signature: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Checklist** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Application complete and declarations signed | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | |
| **Privacy statement** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Building Practitioners Board of the Northern Territory (NT) is collecting the information on this form 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](http://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. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Lodgement details** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 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](mailto:territorybusinesscentre@nt.gov.au) | | | | | | | | | | | | | | | | GPO Box 9800 Darwin NT 0801 | | | | | | | | |