



RENEWAL OF ELECTRICAL CONTRACTOR LICENCE

| Business Details | | Select | |
|---|--|---|-----------------------------|
| Sole Trader | | <input type="checkbox"/> | |
| Partnership | | <input type="checkbox"/> | |
| Company/Incorporated Body | | <input type="checkbox"/> | |
| Association/Unincorporated Body | | <input type="checkbox"/> | |
| Licence Term | | | |
| Select the term of licence you are applying for: | | | |
| <input type="checkbox"/> 1 Year | | <input type="checkbox"/> 2 Years | |
| | | <input type="checkbox"/> 3 Years | |
| Details of person making the application (contact person) | | | |
| Title | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss | | |
| Surname | | Given name(s) | |
| Telephone (Work) | | Mobile | |
| Email | | | |
| Licensee Details | | | |
| Name of licence holder | | | |
| Licence Number | C | Expiry Date | |
| ACN (in case of company) | | Registration No. (in case of Association) | |
| Business Address | | | |
| Postal Address | | | |
| Telephone | | Mobile | |
| Email | | | |
| Does the entity use a Business or Trading name? (if Yes, provide details below) | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Business Name details (if applicable) | | | |
| Registered business / trading name | | | |
| Registration expiry date | | | |
| FOR OFFICE USE ONLY | | | |
| Receipt Number | | Date: | Amount: |
| Received by | | | |

| Existing Nominee Details | | | |
|--|--------------------------|-------------|--|
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| Nominee Signature | | | |
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| Nominee Signature | | | |
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| Nominee Signature | | | |
| Supporting Documents | | | |
| The following documents must be lodged with this application. If you wish to add or remove a nominee, you must lodge Page 4 of this form along with relevant supporting documents. | | | |
| Extract of Current Employee Register (required by section 50B of the Act). | <input type="checkbox"/> | | |
| Current Business Name Summary from ASIC (if applicable) | <input type="checkbox"/> | | |
| Current ASIC extract (in case of a Company) or Statutory Declaration (SD-03) in lieu of ASIC Extract | <input type="checkbox"/> | | |
| The prescribed fee | <input type="checkbox"/> | | |
| Declaration | | | |
| <p>I _____ hereby apply for an electrical contractor's licence (Director of the Company)</p> <p>on behalf of _____ (Name of the Company)</p> <p>solemnly and sincerely declare that:</p> <ol style="list-style-type: none"> 1. I am authorised to make this declaration on behalf of the licensee; 2. all statements and information contained in this application are true and correct to the best of my knowledge; 3. I and my employees (if any) have been or will be informed that all electrical work in the Northern Territory must be performed in compliance with the <i>Electricity Reform Act 2000</i>, Wiring Rules (AS 3000) and Power & Water Corporation requirements; failure to do so can result in disciplinary proceedings under the <i>Electrical Workers and Contractors Act 1978</i> or other Northern Territory legislation; 4. I confirm that: <input type="checkbox"/> no changes have occurred to the name, business structure, nominees for this licence or <input type="checkbox"/> changes have occurred and new details are provided with this application; and 5. I know that it is an offence to make a declaration which is false in any material particular. | | | |
| Signature of Applicant | | On (Date) | |

ELECTRICAL WORKERS REGISTER

ELECTRICAL CONTRACTOR (Name) _____

Licence No. C _____

All Categories of Electrical Workers are to be recorded in this Register (Employed and/or sub-contracted) *

| EMPLOYEE NAME | ADDRESS | LICENCE /APPRENTICE REG.NO. | EXPIRY DATE | ENDORSEMENT | START DATE OF EMPLOYMENT | FINISH DATE OF EMPLOYMENT | NOTES/STATUS |
|--|---------|-----------------------------------|-------------|-------------|--------------------------------|---------------------------------|--------------|
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| | | | | | | | |
| <input type="checkbox"/> I am a Sole Trader and do not employ any other electrical workers | | | | | | | |
| | | | | | | | |
| <input type="checkbox"/> An electrical Contractor company/partnership/association and DO NOT EMPLOY any other electrical workers | | | | | | | |
| | | | | | | | |
| <input type="checkbox"/> An electrical contractor and EMPLOY other electrical workers as per details above. | | | | | | | |

To be Completed by ALL Electrical Contractors

Sign Here

Signature of Electrical Contractor

* this register is required under section 50B of the Electrical Workers and Contractors Act 1978. Other formats are acceptable as long as they contain the above information.

| <p align="center">Statutory Declaration</p> <p align="center">In lieu of CURRENT ASIC EXTRACT</p> <p align="center">for Renewal of Electrical Contractor Licence</p> <p align="center">(to be Lodged with Form 7)</p> | |
|--|--|
| <p>(1) Name and address of person making the declaration.</p> <p>(2) Insert here the name of the Company to whom this declaration relates.</p> <p>(3) Signature of the person making the declaration.</p> <p>(4) Signature of the person witnessing declaration.</p> <p>(5) This declaration may be made before any person who has attained the age of 18 years.</p> <p>(6) Name and contact address or telephone number of person before whom the declaration is made, legibly written, typed or stamped.</p> | <p align="center"><i>Oaths, Affidavits and Declarations Act 2010</i></p> <p>I, (Director/Officeholder) (1)</p> <p>On behalf of (2)</p> <p>Holder of Licence No: ..C..... solemnly and sincerely declare:</p> <ul style="list-style-type: none"> • No changes have occurred to the company's details held by ASIC in the last 12 months. • The company is not under administration / in liquidation. • There have been no changes to the Directors and Office holders of the company. <p>And I make this solemn declaration by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i> and conscientiously believing the statements contained in this declaration to be true in every particular. I acknowledge that a person wilfully making a false statement in a statutory declaration is guilty of an offence and is liable to a penalty or imprisonment, or both.</p> <p>DECLARED at (Place).....</p> <p>On the day of in the year of</p> <p>DECLARED by (Signature) (3)</p> <p>Before me (4) (5)</p> <p>(6)</p> |
| <p>NOTE: This written statutory declaration must comply with Part 4 of the <i>Oaths Affidavits and Declarations Act 2010</i>. Making a declaration knowing it is false in a material particular is an offence for which you may be fined or imprisoned.</p> | |
| <p>If there have been no changes to company details during a renewal period, the company may lodge this declaration instead of an ASIC extract</p> | |
| <p>If there have been changes to the records held by ASIC in respect of the company, then a current ASIC extract will need to be provided with the Contract renewal application.</p> | |

ADD / REMOVE NOMINEES

| Details Of Nominees to be Added | | | |
|---|--|-------------|--|
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| <input type="checkbox"/> | I accept nomination to contractor licence number C _____ | | |
| <input type="checkbox"/> | I have a minimum of 2 years work experience in the trade (evidence attached) | | |
| <input type="checkbox"/> | I have completed the relevant units of competency of the NT Electrical Contractor course (certificate attached) OR | | |
| <input type="checkbox"/> | I have been a nominee on a contractor licence No.within the last 3 years | | |
| Nominee Signature | | | |
| | | | |
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| <input type="checkbox"/> | I accept nomination to contractor licence number C _____ | | |
| <input type="checkbox"/> | I have a minimum of 2 years work experience in the trade (evidence attached) | | |
| <input type="checkbox"/> | I have completed the relevant units of competency of the NT Electrical Contractor course (certificate attached) OR | | |
| <input type="checkbox"/> | I have been a nominee on a contractor licence No.within the last 3 years | | |
| Nominee Signature | | | |
| Details of Nominees to be Removed | | | |
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| Full Name | | | |
| NT Licence number | A | Expiry Date | |
| Supporting Documents for Adding a Nominee | | | |
| The following documents must be lodged with this part of the application. | | | |
| To be supplied by Nominee: <ul style="list-style-type: none"> - Copy of current NT Electrical Worker licence endorsed Electrical Mechanic - Evidence of completion of approved Electrical Contractors course OR proof of having been a technical nominee on a contractor licence within the last 3 years (photocopy of front and back of the card) - Evidence of 2 years recent experience in performing and supervising electrical installation work (it may be in the form of a Statutory Declaration from employers stating work carried out, or copies of Certificate of Compliance that you have signed off as the tester of the work) | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |

| | | | | | | |
|---|---|------------|---|---|---|---|
| Payment options | | | | | | |
| Cash – for lodgement at Territory Business Centre | | | | | | |
| Cheque - payable to RTM (Receiver of Territory Money) | | | | | | |
| Credit Card | <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard | | | | | |
| Card Number | | | | | | |
| Expiry date | | | | | | |
| Name on card | | | | | | |
| I hereby authorise Territory Business Centre to debit the above credit card for the amount of | | Amount: \$ | | | | |
| Cardholders Signature | | Date: | | | | |
| Contact phone number | | | | | | |
| Address to which Receipt is to be sent | Mailing address of Payer | | | | | |
| 9. Lodgement options | | | | | | |
| <table border="1"> <tr> <td> Darwin Darwin Corporate Park Ground Floor, Building 3 631 Stuart Highway Berrimah NT 0828 GPO Box 9800 Darwin NT 0801 t: (08) 8982 1700 f: (08) 8982 1725 Toll free: 1800 193 111 e: territorybusinesscentre@nt.gov.au </td> <td> Katherine Shop 1, Randazzo Building 18 Katherine Terrace Katherine PO Box 9800 Katherine NT 0851 t: (08) 8973 8180 f: (08) 8973 8188 e: territorybusinesscentre@nt.gov.au </td> </tr> <tr> <td> Tennant Creek Shop 2, Barkly House Cnr Davidson and Paterson Streets Tennant Creek PO Box 9800 Tennant Creek NT 0861 t: (08) 8962 4411 f: (08) 8982 1725 e: territorybusinesscentre@nt.gov.au </td> <td> Alice Springs Ground Floor, The Green Well Building 50 Bath Street Alice Springs PO Box 9800 Alice Springs NT 0871 t: (08) 8951 8524 f: (08) 8951 8533 e: territorybusinesscentre@nt.gov.au </td> </tr> </table> | | | Darwin Darwin Corporate Park Ground Floor, Building 3 631 Stuart Highway Berrimah NT 0828 GPO Box 9800 Darwin NT 0801 t: (08) 8982 1700 f: (08) 8982 1725 Toll free: 1800 193 111 e: territorybusinesscentre@nt.gov.au | Katherine Shop 1, Randazzo Building 18 Katherine Terrace Katherine PO Box 9800 Katherine NT 0851 t: (08) 8973 8180 f: (08) 8973 8188 e: territorybusinesscentre@nt.gov.au | Tennant Creek Shop 2, Barkly House Cnr Davidson and Paterson Streets Tennant Creek PO Box 9800 Tennant Creek NT 0861 t: (08) 8962 4411 f: (08) 8982 1725 e: territorybusinesscentre@nt.gov.au | Alice Springs Ground Floor, The Green Well Building 50 Bath Street Alice Springs PO Box 9800 Alice Springs NT 0871 t: (08) 8951 8524 f: (08) 8951 8533 e: territorybusinesscentre@nt.gov.au |
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