



## RENEWAL APPLICATION

### Electrical Contractor or In-house Installing Work Licence – Partnership

You may lodge your renewal application:

**By post addressed to:**

**Licensing Services**

Department of Mines, Industry  
 Regulation and Safety  
 Locked Bag 100,  
 EAST PERTH WA 6892

**In person at:**

**Customer Service**

Level 1, Mason Bird Building  
 303 Sevenoaks Street  
 CANNINGTON  
 Hours: 8:30am to 4:30pm Monday to  
 Friday

**Enquiries**

Telephone: (08) 6251 2000  
[www.dmirs.wa.gov.au](http://www.dmirs.wa.gov.au)

Please print neatly in **BLOCK LETTERS** with a black or blue pen only

<b>Licence Details</b>	Partnership Name: _____  Licence No. EC/IH_____
<b>Principal place of business</b>	<i>*Required for publication on the Register. Cannot be a PO Box.</i>  Street: _____  Suburb: _____ State: _____ Postcode: _____
<b>Postal address*</b>	<input type="checkbox"/> As above <i>*Address for correspondence from the Department</i>  Street: _____  Suburb: _____ State: _____ Postcode: _____
<b>Contact details</b>	Work Phone: _____  Mobile Phone*: _____  Email*: _____  <i>*Required to receive courtesy renewal reminder notifications via SMS and email and other important information related to your licence</i>

**Declaration**

**Licence holder to sign and date**

Regulation 59 of the Electricity (Licensing) Regulations 1991 makes it an offence for a person to:

- falsify any matter pertaining to an application;
- provide any document or other evidence relating to qualifications or experience that is forged, false or fraudulent;
- provide any document in support of an application that is wrongfully represented as pertaining to the applicant; or
- give a false testimonial in connection with this application.

By signing this declaration, you give consent to the Electrical Licensing Board, duly authorised officers of the Department of Mines, Industry Regulation and Safety or persons acting on behalf of the Board or the Department to make enquiries and to receive and disclose any information for the purpose of determining this application.

**Information for document execution: This document is to be executed on behalf of the partnership by either:**

- a. all partners of the partnership; or**
- b. one partner on behalf of the partnership where the partnership agreement explicitly permits it.**

**Declaration**

1. I/we authorise the Electrical Licensing Board, the Department of Mines, Industry Regulation and Safety or persons acting on behalf of the Board or the Department to make enquiries considered necessary to assess this application. I/we agree that the Board can use any or all information received pursuant to this authority for the purposes of the assessment or audit of this application;
2. Sincerely declare that this application is true and correct.

Signed, sealed and delivered for and on behalf of:

\_\_\_\_\_  
Name of Partnership

\_\_\_\_\_  
Signature of partner 1

\_\_\_\_\_  
Signature of partner 2

\_\_\_\_\_  
Name of partner 1 (print)

\_\_\_\_\_  
Name of partner 2 (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Credit card details remain confidential**

**Payment Details** (Payment will appear as "WA Gov – DMIRS" on your bank statement)

Visit our [Building and Energy Fee Schedule](#) page for current application and registration fees.

Registration fee for one year

Cheque enclosed (made payable to Department of Mines, Industry Regulation and Safety)

Credit Card payment     MasterCard     Visa

Card Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    Expiry Date  /

Cardholder's Name: \_\_\_\_\_ (PLEASE PRINT)

*I authorise the Department to deduct the current prescribed fee, including any applicable late fee. Fees are subject to change on 1 July each year.*

Cardholder's Signature: \_\_\_\_\_    Date: \_\_\_\_\_

Cardholder's contact phone number: \_\_\_\_\_

**OFFICE USE ONLY**

<b>Licence No:</b>		<b>Department Code</b>	<input type="checkbox"/> EC <input type="checkbox"/> IH	<b>Chart Description</b>	<input type="checkbox"/> Registration Fee
<b>Total Due</b>	\$	<b>Link Licence to payment</b>	Yes		