



Government of **Western Australia**
 Department of **Mines, Industry Regulation and Safety**
Building and Energy

Replacement Licence or Permit (Electrical) - Company / body corporate

Suitable for a **partnership** seeking replacement of:

Electrical Contractor's Licence or Certificate of Registration
In-House Installing Work Licence or Certificate of Registration
OR

Suitable for an **institution** seeking replacement of:

In-House Installing Work Licence or Certificate of Registration

Form R071B

Application checklist	<p>Use this checklist reminder to ensure that you complete all parts of the application and attach all necessary supporting documents.</p> <p>INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. This application must be accompanied by the following:</p> <p><input type="checkbox"/> A non-refundable replacement fee.</p> <p><input type="checkbox"/> Contact details completed</p> <p><input type="checkbox"/> Details of licence/permit requiring replacement</p> <p><input type="checkbox"/> Declaration completed</p>				
Credit card details remain confidential at all times	<p>Payment Details (Payment will appear as "WA Gov – DMIRS" on your bank statement)</p> <p><input type="checkbox"/> Cheque enclosed (made payable to Department of Mines, Industry Regulation and Safety)</p> <p><input type="checkbox"/> Credit Card payment <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa</p> <p>Card Number _____ / _____ / _____ / _____ Expiry Date <input type="text"/> / <input type="text"/></p> <p>Cardholder's Name: _____(please print)</p> <p><i>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.</i></p> <p>Cardholder's Signature: _____ Date : _____</p> <p>Cardholder's contact phone number: _____</p>				
OFFICE USE ONLY					
Licence No:		Department Code	EC <input type="checkbox"/>	Chart Description	EC or IH <input type="checkbox"/> Replacement Fee
Total Due	\$	Link Licence to payment	IH <input type="checkbox"/> Yes		

You may lodge your completed application:

By post addressed to:

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

In person:

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

Enquiries Only

Telephone: (08) 6251 2000

Email (**Do Not Email Form**)
energylicensing@dmirs.wa.gov.au

Internet: www.dmirs.wa.gov.au/building-and-energy

Please ensure you have provided all required information and supporting documentation as per the application checklist. Failure to submit a complete application may result in the cancellation of your application and loss of the application fee.

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

Applicant details

Name of person completing this form: _____

Name of applicant company: _____

Business name (trading as): _____

Principal place of business* address

**Required for publication on the Register. Cannot be a PO Box.*

Street: _____

Suburb: _____ State: _____ Postcode: _____

Postal address*

As above **Address for correspondence from the Department.*

Street: _____

Suburb: _____ State: _____ Postcode: _____

Contact details

Home Phone: _____ Work Phone: _____

Mobile Phone*: _____

Email*: _____

**Required to receive courtesy renewal reminder notifications via SMS and email and other important notifications relevant to your licence/permit*

Licence / Permit

Details of Loss

Electrical Contractors Licence

Electrical Contractors Certificate of Registration

In-House Installing Work Licence

In-House Installing Work Certificate of Registration

Declaration
Sign and date before submitting application

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 application is to be executed on behalf of the company by either:

- a. Two directors or one director and one secretary; or
- b. One director where that person is both sole director and sole secretary.

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 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; and
- 2 sincerely declare that this application is true and correct.

Executed for and on behalf of:

In accordance with s.127
Corporations Act 2001

Name of company

Signature of director 1

Signature of director 2 (if applicable) or
Signature of company secretary or
Leave blank – Director 1 being sole director/secretary of the company

Name of director 1 (print)

Name of director 2 / company secretary (print)

Date

Date