



Electrical Contractor's Licence Signatory Notification

Occupational Licensing Act 2005

DO YOU WANT TO

ADD A NEW SIGNATORY

REMOVE A CURRENT SIGNATORY

The role of a signatory is to sign notices (e.g. electrical installation notices) that are usually signed by the nominated manager. A signatory is the exception rather than the rule. Further signatories are allowed in other circumstances.

A signatory is approved by the nominated manager. This person may be a regional manager, supervisor of a group, the responsible person for a particular project, or a senior person with the company.

IF YOU REQUIRE A NEW OR ADDITIONAL SIGNATORY PLEASE PROVIDE ALL RELEVANT DETAILS

(please tick the box that best describes your need)

- Where it is not practical for the nominated manager to sign – as in physical locality.
- Larger businesses dictate the number of signatories given their operational expanse (offices across the state).
- Such as for the circumstances as the Delegate may approve from time to time.
- Nominated Manager on leave.
- Other – please explain.

THE CONTRACTOR LICENCE FOR WHICH THESE CHANGES APPLY

Electrical Contractor Number: C _____ (Leave blank if new application)

Address: _____

Electrical Contractor Name: _____

Signed by business owner/Director: Date: / / 20

Contact Telephone Number: _____

ADDITION OF SIGNATORY/IES (Please complete)

| Electrical Practitioner's Licence No. | Surname | Given name | Signature | Date |
|---------------------------------------|---------|------------|-----------|------|
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REMOVAL OF SIGNATORY/IES

| Electrical Practitioner's Licence No. | Surname | Given name | Signature (Optional) | Date |
|---------------------------------------|---------|------------|----------------------|------|
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NOMINATED MANAGER:

Tasmanian Electrical Practitioner's Licence No: _____ Expiry Date: / /20

Title: _____ Given Name: _____ Surname: _____

By my signature I, the Nominated Manager approve of these changes

Signature: Date: / / 20

Personal information we collect from you for licensing processes will be used by Workplace Standards Tasmania for that purpose and may be used for other purposes permitted by the *Occupational Licensing Act 2005* and associated laws. Your personal information may be disclosed to contractors and agents of the Workplace Standards Tasmania; law enforcement agencies, courts and other public sector bodies or organisations authorised to collect it. This information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by you on request to this Department. You may be charged a fee for this service. Failure to provide this information may result in your application not being processed or records not being properly maintained