

Practitioner's Renewal Licence Application

Occupational Licensing Act 2005

	SERVICE TASMANIA (office use only)	
	Product Code: OCCLIC	Primary Occupation:
	Licence No:	Secondary Occupation/s:

PLEASE COMPLETE ALL RELEVANT INFORMATION

Surname: _____

Given Name(s): _____

Date of Birth: _____

Home Address: _____

Postal Address: _____

Home Telephone No: _____

Business Telephone No: _____

Mobile No: _____

E-mail Address: _____

Facsimile No: _____

LICENCE FEES Fees applicable from 1 July 2011 (There is no GST component)

PRIMARY OCCUPATION FEE:

ELECTRICAL, GASFITTING and AUTOMOTIVE ONLY		PLUMBING ONLY – Currently no fees applicable	
Practitioner - Electrician/Lineworker Cable Jointer/Restricted Electrical	\$294.00	Practitioner (Previously Journeyman Registration)	
Practitioner (Certifier) – Gasfitting	\$294.00	Certifier (Previously Advanced Registration)	
Practitioner – Provisional	\$210.00	Practitioner - Provisional	
ELECTRICAL / GASFITTING / AUTOMOTIVE GASFITTING			
SECONDARY OCCUPATION FEE(S): (Electrical, Gasfitting and Automotive Only)		\$140.00	
(Plumbing) – Currently no fee applicable			

CLASSES OF LICENCE

Your current class(es) of licence are:

PLEASE ANSWER THE FOLLOWING QUESTIONS

1. Disciplinary Action (in relation to prescribed work involving electrical, plumbing, gasfitting)

(a) Have you ever been refused a licence/ registration/certificate to carry out any type of prescribed work?

No If Yes, why?

(b) Have you ever been disqualified from holding a licence/registration/certificate or has any such licence/registration/certificate held by you been cancelled or suspended?

No If Yes, why?

Period of disqualification/cancellation/ suspension:

Start date: / / Finish date: / /

(c) Has any of your employers taken disciplinary action against you for any type of unsafe/ sub-standard prescribed work within the last 5 years?

No If Yes, why?

(d) Have you been dismissed by an employer for any type of unsafe/sub-standard prescribed work?

No If Yes, why?

2. Convictions

In the last five years have you ever been convicted of an offence of dishonesty or (at any time in the past) of a breach of any Act or Regulation governing the carrying out of any type of prescribed work?

No Yes (give details)

State/Territory/Country: _____

Year of conviction: _____

Offence: _____

3. Disabilities

Do you have any disability/ies that will affect your ability to perform any type of prescribed work safely?

No Yes (give details)

Colour confusion

Or, if other (attach details)

DECLARATION BY APPLICANT

I solemnly and sincerely state that the content of this application is true and correct

Stated at..... on this day of 20.....

Name (applicant) Signature (applicant)
(print)

Before me,

Name (witness) Signature (witness)
(print)

Tasmanian Applicants

Application form and payment of licence fees MUST be lodged at a Service Tasmania Shop due to photo ID requirements (refer below).

Interstate/New Zealand Applicants Only

Mail original application form, cheque, money order or credit card details and required documents listed below to:
Workplace Standards Tasmania
PO Box 56, ROSNY PARK TAS 7018

Credit Card Payment (Interstate/New Zealand Applicants Only)

Credit Card Details:	Mastercard <input type="checkbox"/>	Visacard <input type="checkbox"/>	Amount Paid: \$ _____
Credit Card Number:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cardholder's Name: (Block Letters)	Phone No:	Card Expiry Date: ____ / ____	
		Signature: _____	

CERTIFICATE OF IDENTIFICATION (ID CARD) and PROCESS**APPLICANTS WHO RESIDE IN TASMANIA:**

- Will be required to lodge their renewal application and pay the licence fee at any Service Tasmania shop.
- When submitting your licence application you will also be required to establish evidence of identity by providing an original of one of the following documents listed below to the Customer Service Operator (CSO) for verification:
 - Australian Driver's Licence
 - Firearm Licence
 - Current Australian Passport/Visa
 - Current Overseas Passport/Visa
 - Credit or Bank Account Card
 - Centrelink or DVA Card
 - Australian Trade Certificate
 - Australian Marriage Certificate
- The CSO will:
 - accept your application;
 - verify that you are the person listed on the application by confirming your evidence of identity;
 - record your details;
 - receipt your payment and issue a receipt; and
 - take your photograph.
- Your application will be forwarded to Workplace Standards Tasmania for processing.
- You will initially receive a letter confirming that your licence has been renewed. Your photo ID card will be forwarded to you within 7-10 business days from the date of your letter.

APPLICANTS WHO RESIDE INTERSTATE OR NEW ZEALAND

- Must provide an original passport photo certified by a Justice of the Peace or Commissioner of Declarations (this photo will appear on your ID card).
- Must provide a copy of their driver's licence.
- Mail your renewal application together with licence fee payment (cheque/credit card details), certified passport photo and copy of your driver's licence to Workplace Standards Tasmania, PO Box 56, Rosny Park, Tas 7018.
- You will initially receive a letter confirming that your licence has been renewed. Your photo ID card will be forwarded to you within 7-10 business days from the date of your letter.

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.