

Builders' Registration Regulations

Compare between:

[01 Jul 2005, 01-f0-03] and [17 Feb 2006, 02-a0-04]



Reprinted under the Reprints Act 1984 as at 17 February 2006

Builders' Registration Act-1939

Builders' Registration Regulations

1. Citation

These regulations may be cited as the *Builders' Registration* Regulations ¹.

[Regulation 1 amended in Gazette 31 December Dec 1987 p. 4609.]

[Heading deleted in Gazette 31 July 2001 p. 3940.]

1A. Interpretation — limiting the definition of company

- (1) For the purposes of the definition of "Company" in section-2 of the Act, the following registered bodies are specified—
 - (a) a registered Australian body that was formed or incorporated in the State;
 - (b) a registered Australian body that was not formed or incorporated in the State and that does not have its head office or principal place of business in the State.
- (2) In this regulation —

"registered Australian body" has the meaning given by the *Corporations Act*-2001 of the Commonwealth.

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[Regulation_1A inserted in Gazette 28 AugustAug 2001 p. 4797.]

[Heading deleted in Gazette 31 Jul 2001 p. 3940.]

2. Registration of body corporate

- (1) Where any incorporated body or company is trading as a builder, and, not being exempted under the provisions of section 4(2)(iii) of the Act, is required under the provisions of the Act to be registered as a builder before trading or continuing to trade as a builder, such incorporated body or company, if desirous of being so registered shall, by writing under its common seal nominate some person (being a trustee, director, member, or officer of such incorporated body or company who, if seeking registration as a builder for himself under the said Act, would be eligible and qualified to be so registered) to represent such incorporated body or company for the purposes of the registration of the said body or company.
- (2) The person nominated by the incorporated body or company as aforesaid may, in accordance with these regulations, apply to be registered as a builder for and on behalf of, and as the representative of the incorporated body or company by which he has been nominated, and, subject to being personally eligible and qualified for registration as a builder, such person may be registered as a builder accordingly.
- (3) When a person nominated as aforesaid has been registered as a builder for and on behalf of, and as the representative of the incorporated body or company by which he has been nominated and while be continues to be so registered the said incorporated body or company shall, for all the purposes of the Act and these regulations, be deemed to be registered as a builder; and also shall be in all respects responsible for and liable in respect of all the acts and omissions of the person nominated and registered as aforesaid, insofar as such acts and omissions are directly or indirectly related or incidental to the business and operations of

- the said incorporated body or company as a person trading as a builder.
- (4) When a person nominated as aforesaid has been registered as a builder for and on behalf of and as the representative of the incorporated body or company by which he has been nominated, he shall, whilst he continues to be so registered, be personally responsible for and liable in respect of all his acts and omissions, insofar as such acts and omissions are directly or indirectly related or incidental to the business and operations of the incorporated body or company by which he has been nominated as aforesaid, as a person trading as a builder, to the same extent and in the same manner as if such person were registered as a builder for his own personal benefit.
- (5) Any incorporated body or company, who has nominated a person to be registered as a builder for and on its behalf and as its representative as provided for in this regulation, may, at any time by notice in writing under its common seal, addressed to the Registrar of the Board, and served upon such Registrar, cancel its nomination of such person.
- (6) Upon receipt of notice of cancellation of the nomination of a person by an incorporated body or company as provided for in paragraph (5), the Registrar shall forthwith cancel the registration of the person named in such notice and there upon such person and the said incorporated body or company shall cease to be registered as a builder or as a person trading as a builder within the meaning of the Act and these regulations.
- (7) Nothing in this regulation shall be deemed or be construed to confer upon any person nominated by an incorporated body or company and registered as a builder for and on behalf of and as the representative of such incorporated body or company any personal right or authority to trade as a builder for himself and for his own personal benefit. Any such person, if desirous of trading as a builder personally and for his own benefit shall be liable, in accordance with the Act and these regulations, to apply

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for and obtain personally registration as a person trading as a builder.

[3. Repealed in Gazette 29 AugustAug 1986 p._3205.]

[Heading deleted in Gazette 31 July Jul 2001 p. 3940.]

4. Meetings of the Board

The Board shall hold meetings for the transaction of its business at such periods, on such days, and at such times, and places as the Board may from time to time by resolution determine.

Provided that a meeting of the Board shall be held at least once in every month.

[5. Repealed in Gazette 29 August Aug 1986 p. 3205.]

6. Adjournment

Any meeting of the Board may be adjourned from time to time and as often as the majority of the members present from time to time may determine.

[Heading deleted in Gazette 31 July Jul 2001 p. 3940.]

[6A. Repealed in Gazette 30 December Dec 1983 p. 5135.]

[Heading deleted in Gazette 31 July Jul 2001 p. 3940.]

7. Register of Builders

The Register of Builders, to be kept by the Board in accordance with the Act, shall be in the Form No. 1 in the First Appendix.

[Heading deleted in Gazette 31 JulyJul 2001 p. 3940.]

8. Application for registration

(1) Any person, not being a member of a partnership, a company or any other body corporate, who desires to be registered as a

builder	under the Act sl	hall make	application	to the Bo	ard in
writing	, signed by him.	in the Fo	rm No. 2 in	the First	Appendix

- (2) The application shall
 - (a) contain all the particulars required therein;
 - (b) be accompanied by a financial statement
 - (i) that includes a statutory declaration and is in the form of Form No. 9 in the First Appendix; or
 - (ii) prepared and certified by an accountant who is
 - (I) a member of the Australian Society of Accountants; or
 - (II) a member of the Institute of Chartered Accountants in Australia;
 - (c) be accompanied by a character reference in the form of Form No. 11 in the First Appendix; and
 - (d) be lodged with the Registrar.
- (3) Where the application for registration is grounded upon a certificate that the applicant has passed the prescribed examination, such certificate shall, if so required by the Board, be produced with the application for registration.
- (4) The applicant, in addition to the particulars contained in his application, shall furnish to the Registrar such other information as may be required by the Board.
- [(5) repealed]
- (6) Subject to subregulation (7) where an application for registration is granted, a certificate of registration shall be issued to the applicant in the Form No. 3 in the First Appendix, upon payment to the Registrar of the certificate fee prescribed in the Second Appendix.
- (7) The prescribed conditions for the purposes of section 10(3a) of the Act are conditions —

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- (a) limiting the area to which the builder's registration applies;
- (b) specifying the type of building which the builder may undertake;
- (c) limiting the amount of building work which the builder may undertake at any one time;
- (d) requiring the builder to furnish returns as specified by the Board.

and where applicable the conditions shall be attached to the certificate of registration.

(8) Any conditions referred to in subregulation (7) which are attached to a certificate of registration shall continue for a period of 3 years or such other period as the Board thinks fit from the day of registration.

[Regulation 8 amended in Gazette 9 MarchMar 1970 p._755; 30 NovemberNov 1984 p._3989; 29 AugustAug 1986 p._3205; 7 JulyJul 1989 p._2112; 31 JulyJul 2001 p. 3935; 9 Jan 2004 p. 87.]

8A.- Application under section 4(1a)

An application in accordance with section 4(1a) of the Act shall be accompanied by the "Owner-builder application fee" prescribed in the Second Appendix.

[Regulation 8A inserted in Gazette 6 July Jul 1984 p. 2054.]

8B.- Application for partnership to be registered

- (1) Where an application is made for a partnership to be registered as a builder under the Act, the application shall be
 - (a) made to the Board in the form of Form No. 2A in the First Appendix; and
 - (b) signed on behalf of the partnership.
- (2) The application shall —

- (a) contain all the particulars required therein;
- (b) be lodged with the Registrar; and
- (c) be accompanied by the registration fee prescribed in the Second Appendix.

[Regulation 8B inserted in Gazette 30 November Nov 1984 p. 3989.]

8C.- Application for body corporate to be registered

- (1) Where an application is made for a body corporate to be registered as a builder under the Act the application shall be
 - (a) made to the Board in the form of Form No. 2B in the First Appendix; and
 - (b) signed by a director, the secretary or the public officer of the body corporate.
- (2) The application shall
 - (a) contain all the particulars required therein;
 - (b) be lodged with the Registrar; and
 - (c) be accompanied by the registration fee prescribed in the Second Appendix.

[Regulation 8C inserted in Gazette 30 November Nov 1984 p. 3989.]

8D.- Statutory declaration to be completed

Where an application is made under regulation 8B or 8C the statutory declaration in the form of Form No. 10 in the First Appendix shall be completed by every partner or director not applying for registration in his own name.

[Regulation 8D inserted in Gazette 30 November Nov 1984 p. 3989; amended in Gazette 31 July Jul 2001 p. 3935.]

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8E. Prescribed manner of certifying payment of fee under section 4A(1)(c)(iii)

- (1) For the purposes of subparagraph (iii) of section 4A(1)(c) of the Act, the prescribed manner of certifying to a local government the payment to the Board of the fee determined by the Minister under that subparagraph is in the form of Form No. 10A in the First Appendix.
- (2) The form is not validly completed unless it has been stamped by the Board to confirm that the payment has been received by the Board.

[Section_Regulation_8E inserted in Gazette 31 July_Jul 2001 ppp. 3935-6.]

8F. Prescribed period for furnishing particulars and remitting fee to Board under section 4B(2)

For the purposes of section 4B(2) of the Act, the prescribed period is 14 days.

[Section Regulation 8F inserted in Gazette 31 July Jul 2001 p. 3936.]

8G. Prescribed particulars under section 4B(2)(a)

- (1) For the purposes of section 4B(2)(a) of the Act, the particulars that are to be furnished to the Board in relation to a building licence are —
 - (a) the name and address of the person the building licence was issued to;
 - (b) the number and date of issue of the building licence;
 - (c) the name and number of the street, the lot number, the suburb, townsite or other locality and the postcode where the building is to be constructed under the building licence;

- (d) if the builder who is to construct the building under the building licence is not the person the building licence was issued to — the name and address of that builder;
- if the builder who is to construct the building under the building licence is registered under the Act — the registration number of that builder;
- the name and address of the owner of the land where the building is to be constructed under the building licence;
- a description of the construction to be carried out under the building licence and the estimated total fee or charge payable in respect of that construction; and
- if a policy of home indemnity insurance is in force in relation to the building to be constructed under the building licence — the name of the insurer and the number of the policy.
- In subregulation (1)
 - "constructed" includes altered, repaired, added to and
 - "policy of home indemnity insurance" means a policy of insurance that complies with Part 3A Division 2 of the Home Building Contracts Act 1991.

[Section Regulation 8G inserted in Gazette 31 July Jul 2001 p. 3936.1

[Heading deleted in Gazette 31 July Jul 2001 p. 3937.]

- [**9**. Repealed in Gazette 31 July Jul 2001 p. 3937.]
- 10. Course of training and study

The course of training and the course of study to have been completed by a person who applies to be registered under section 10 of the Act is such as may from time to time be declared and published by the Board.

[Section Regulation 10 amended in Gazette 31 July Jul 2001 p. 3937.]

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[Heading deleted in Gazette 31 JulyJul 2001 p. 3937.]
[11, 12. Repealed in Gazette 31 JulyJul 2001 p. 3937.]
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[12. Repealed in Gazette 31 July 2001 p. 3937.]

[Heading deleted in Gazette 31 JulyJul 2001 p. 3937.]

[13. Repealed in Gazette 31 JulyJul 2001 p. 3937.]
[Heading deleted in Gazette 31 JulyJul 2001 p. 3940.]

14. Board may grant temporary licences

- (1) The Board may grant to any person usually trading as a builder in any part of the Commonwealth of Australia beyond this State, who intends temporarily to trade as a builder in this State without being registered as a builder under the Act, a temporary licence to trade as a builder in this State without registration.
- (2) Temporary licences under this regulation shall be granted only to persons who are approved by the Board and who satisfy the Board that they are eligible to be registered as builders under the provisions of the Act.

15. Application for temporary licence

- (1) Any person desirous of obtaining a temporary licence under regulation 14 shall make application to the Board in writing, signed by him, in the Form No. 7 in the First Appendix.
- (2) Such application shall contain all the particulars required therein, shall be lodged with the Registrar and shall be accompanied by the relevant licence fee prescribed in the Second Appendix.
- (3) In addition to the particulars contained in the application the applicant shall furnish to the Registrar such further information as may be required by the Board.

- (4) When an application for a temporary licence under regulation 14 is refused by the Board, the temporary licence fee which accompanied such application shall be refunded to the applicant.
- (5) When an application for a temporary licence under regulation 14 is granted, a temporary licence, in the Form No. 8 in the First Appendix, shall be issued to the applicant.

[Regulation 15 amended in Gazette 17 July Jul 1998 p. 3761.]

16. Temporary licence may contain conditions

- (1) Every temporary licence issued under regulation 15 may contain any conditions which the Board may think fit to impose, and shall have effect for the period mentioned in the licence and according to the tenor thereof.
- (2) A temporary licence aforesaid shall not in any circumstances whatever be capable of being transferred or assigned.

[Heading deleted in Gazette 31 July Jul 2001 p. 3937.]

[16A. Repealed in Gazette 31 July Jul 2001 p. 3937.]

[Heading deleted in Gazette 31 July Jul 2001 p. 3940.]

17. Fees

The fees to be paid by persons under and in accordance with these regulations shall be the fees set forth respectively in the Second Appendix.

18. Threshold price for construction of building by unregistered person

(1) For the purposes of sections 4(1)(A)(d)(i) and 4A(1)(a) of the Act, the total fee or charge payable in respect of the construction of a building is prescribed as \$12 000.

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(2) For the purposes of section 4(3)(i) of the Act, the aggregate moneys payable in respect of the performance of the contracts or engagements in respect of the construction of a building are prescribed as \$12 000.

[Regulation 18 inserted in Gazette 21 September Sep 1990 pp.p. 4897-8; amended in Gazette 17 July Jul 1998 p. 3761.]

19. Prescribed fee for complaint or application to Disputes Tribunal (section 34A)

- (1) For the purposes of section 34A of the Act, the fee that accompanies a complaint or application made to the Disputes Tribunal is the fee in item- 10 of the Second Appendix.
- (2) In item_10 of the Second Appendix
 - "financially disadvantaged person" means a person who produces, or in respect of whom there is produced, evidence that satisfies the registrar that the person holds
 - (a) a
 - (i) Health Care Card;
 - (ii) Commonwealth Seniors Health Card;
 - (iii) Pensioner Concession Card; or
 - (iv) Repatriation Health Card,

issued by the Commonwealth Government;

- (b) a State Concession Card issued by the Department for Community Welfare of the State_2; or
- (c) an entitlement to the rate of pension provided for in section 24 of the *Veterans' Entitlements Act 1986* of the Commonwealth.

[Regulation 19 inserted in Gazette 31 July Jul 2001 ppp. 3937-8.]

20. Board to keep register of ineligible persons

- (1) The Board is to keep in a form approved by the Board a register of persons declared to be ineligible persons under section 13(1ba)(a) of the Act.
- (2) Each entry in the register in respect of an ineligible person is to state
 - (a) the full name of the ineligible person;
 - (b) the date when the declaration in respect of the ineligible person was made; and
 - (c) the period during which that declaration has effect.
- (3) The Board is to delete a person's name from the register
 - (a) on the expiry of the period during which the declaration in respect of the person has effect; or
 - (b) on the revocation of that declaration under section 13(1ba)(b) of the Act.
- (4) The Board is to publish a copy of the register at least twice in each year in a newspaper circulating generally in the State.

[Regulation 20 inserted in Gazette 31 July Jul 2001 p. 3938.]

21. Prescribed amount of maximum fine under section 13A

For the purposes of section 13A of the Act, the amount that a fine is not to exceed is \$25 000.

[Regulation 21 inserted in Gazette 31 July Jul 2001 p. 3938.]

22. Prescribed offences and modified penalties (section 20B(2) and (4))

(1) For the purposes of section 20B(2) of the Act, an offence against a provision of the Act specified in column 2 of the Table to this regulation is an offence for which an infringement notice may be given.

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(2) For the purposes of section 20B(4) of the Act, the amount specified in column 3 of the Table to this regulation opposite a provision of the Act specified in column 2 of that Table is the modified penalty for an offence against that provision.

	Table	
Column 1	Column 2	Column 3
Item	Provision of Act	Modified penalty
1.	section 4(1)(A)(d)	\$1 000
2.	section 4A(2)	\$1 000
3.	section 4A(2a)	\$20
4.	section 4A(3)	\$2 000
5.	section 9AA	\$200
6.	section 10(3aa)	\$200
7.	section 10(4)	\$50
8.	section 10AA	\$50
9.	section 10B	\$50
10.	section 10C	\$50
11.	section 16(1)	\$400
12.	section 16(2)	\$400
13.	section 18(2)	\$200
14.	section 19(1)	\$10
15.	section 39(c)	\$400
16.	section 45A(4)	\$1 000

[Regulation 22 inserted in Gazette 31 July Jul 2001 p. 3939.]

23. Prescribed form of preliminary notice under section 12A(3)

For the purposes of section 12A(3) of the Act, the form of a preliminary notice is Form No. 12 in the First Appendix.

[Regulation 23 inserted in Gazette 31 July Jul 2001 p. 3939.]

24. Prescribed form of infringement notice under section 20B(3)

For the purposes of section 20B(3) of the Act, the form of an infringement notice is Form No. 13 in the First Appendix.

[Regulation 24 inserted in Gazette 31 July Jul 2001 p. 3939.]

25. Prescribed form of notice withdrawing infringement notice under section 20B(7)

For the purposes of section 20B(7) of the Act, the form of a notice stating that an infringement notice has been withdrawn is Form No. 14 in the First Appendix.

[Regulation 25 inserted in Gazette 31 July Jul 2001 p. 3939.]

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	Schedule
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First Appendix
Form No. 1
The Builders' Registration Act 1939 and Regulations
REGISTER
(Regulation 7)
Folio

BUILDERS' REGISTRATION BOARD OF W A

OF W.A.			REGISTER OF BUILDERS.			
No.	Name.	Address.	Date of Registration.	Minute Book Folio.	Qualification(s).	Remarks

Form No. 2

Western Australia

The Builders' Registration Act 1939 and Regulations

APPLICATION FOR REGISTRATION AS A BUILDER

	(Regulation 8)
To the Builder	rs' Registration Board of Western Australia, Perth,
	estern Australia (c)
	hereby apply to
	as a builder under the provisions of the Builders' Registration
2. My qua	lifications for such registration are as follows: —-
(a)	I am over the age of 21-years, having been born at (d)in the State ofon the (e)
	and
(b)	I am permanently residing in Western Australia;
	and
(c)	I am a person of good character, as evidenced by the 2 testimonials annexed to this application;
	and
*(d)	I have completed the course of training and have passed the examination prescribed by the Board;
	or
(e)	I had at the time of the passing of the said Act been trading as a builder or supervisor of building for not less than 2-years, and I am competent to carry out and supervise building work.
3. The pres	scribed application fee accompanies this application.
Dated the (f)	day of
	20
	(g)Applicant.
	O 04 b. 0005 [04 (0 00] / 47 Fb 0000 [00 -0 04]

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Declaration

I, the abovenamed applicant, do solemnly and sincerely declare that the particulars contained in my above application are true and correct; And I make this declaration under the provisions of section 106 of the *Evidence Act 1906*.

Declared at Perth in	
the State of Western	
Australia this	
day of	
20 <u></u>	Applicant.
Before me	
ID C C D 1	.•

J.P. or Commissioner for Declarations.

- (a) Full name of applicant; (b) Address; (c) Occupation; (d) Place of birth;
- (e) Date of birth; (f) Date of application; (g) Signature of applicant.
- * Strike out paragraph which does not apply.

[Form No. 2 amended in Gazette 9 Dec 1997 p. 7173.]

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Form No. 2A

Western Australia

Builders' Registration Act 1939

APPLICATION FOR REGISTRATION BY A PARTNERSHIP AS BUILDER

(Regulation 8B)

1. APPLICATION

Full nam	es of all	partners Priva	te addresses Occupations
WE		of	
and		of	
and		of	
and		of	
Trading	as		
		(Business na	mes)
at		(Business add	
hereby m Registrat			a builder under the <i>Builders</i> '
2. IN	FORMA	TION TO BE SUPPLIED	BY APPLICANT
2.	l (a)	Has the partnership previously applied for, or held a registration as a builder? (Yes/No). If yes, give details	r
	(b)	Has the partnership applied for and been refused any other registration or licence required by law to carry on business or held any such registration or licence which has been cancelled or suspended at any time during the past 10 years? (Yes/No). If yes, give details	

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2.2	(a)	Date partnership commenced	
	(b)	Name of partner who will	
		hold individual registration	
		for the partnership under section 10(2)(b)(ii)	••••••
		and	
	(c)	Registration No	
	NOT	E — If individual registration c	omplying with
	NOI		held, an individual application
		for registration in the form	
		accompany this application	on.
			\$
2.3		ncial standing: —	
	Tota	l partnership assets	
		l partnership liabilities	
			Φ
		Worth	\$
		ingent liabilities including court ing give details —	or arouration proceedings
	•••••		
2.4		ompanying documents	
	(a)	Financial statement in the form completed to support Item- 2.3	n of Form No. 9 duly 3, applicants may enlarge the
		information in the accounts.	
	(b)	Statutory declarations in the forpartner (other than a partner ap	
		registration as a builder).	ppijing for marviaum
	(c)	Registration details from Busiform of a Computer Printout).	ness Names Office (in the

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2.5.	Address for service — The address to which notices or document required or permitted to be served on the partnership under the A may be sent
	NOTE — Any notice sent to or delivered to the partnership at thi address is deemed to have been validly served on the partnership.
STA	TUTORY DECLARATION
I	Name Address
•••••	do solemnly and sincerely declare the Occupation
I am	authorised to make this declaration on behalf of
	that the particula
	that the particula Partnership name
corre	1
corre Evid Decl	Partnership name ained in this application and accompanying statements are true and ect, and I make this solemn declaration under section 106 of the lence Act 1906. lared atthis
corre <i>Evid</i> Decl	Partnership name ained in this application and accompanying statements are true and ect, and I make this solemn declaration under section 106 of the lence Act 1906.
corre Evid Decl	Partnership name ained in this application and accompanying statements are true and ect, and I make this solemn declaration under section 106 of the lence Act 1906. lared at
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Decl day of Beform	Partnership name ained in this application and accompanying statements are true and ect, and I make this solemn declaration under section 106 of the lence Act 1906. lared at

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Form No. 2B

Western Australia

Builders' Registration Act 1939

APPLICATION FOR REGISTRATION AS A BUILDER BY A BODY CORPORATE

(Regulation 8C)

1.	APP	LICA	ΓΙΟΝ				
				Limited			
		(Name of Body Corporate)					
	tradi	ng as .	(Business Name				
	A 44	ross of	,	´			
			registered officeprincipal place of business in Wester				
			kes application for registration as a bin Act 1939.	ouilder under the <i>Builders</i> '			
2.	INF	ORMA	TION TO BE SUPPLIED BY APP	LICANT			
	2.1	(a)	Has the body corporate previously applied for, or held a registration as a				
			builder? (Yes/No). If yes, give details				
		(b)	Has the body corporate applied for and been refused any other licence required by law to carry on business or held any such licence which has been cancelled or suspended at any time during the past 10 years? (Yes/No).				
	2.2	(a)	If yes, give details Place of incorporation of				
			the body corporate				
		(b)	Date of incorporation (refer 2.5(c))				

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2.3 What are the names, addresses and occupations of the (a) directors, secretary and auditor of the body corporate? **DIRECTORS** Full name Address SECRETARY (or Public Officer) Full name Address **AUDITOR** Full name Address Name of Director, Manager or Agent in Western Australia who will hold an individual registration as a builder, under section 10(2)(b)(ii) (See Note 1.) (Full name) Registration No-Occupation and office held in the body corporate Note 1 — If individual registration complying with section 10(2)(b)(ii) is not held, an application for a registration in the form of Form No. 2 should accompany this application. Is the body corporate solvent? Is it in Liquidation, under official management or in receivership? If so, supply details on a separate sheet.

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2.4	Fina	ncial standing	
	(a)	Has there been any material change in the financial of the body corporate since the preparation of the balance sheet? (Yes/No). If yes, give details.	
	(b)	Paid up Capital of the body corporate	
2.5	Acco	ompanying documents	
	(a)	A copy of the latest available financial statements form and content required under the <i>Corporations</i> of the Commonwealth, is annexed and marked "A" be endorsed by the person before whom the declar made as follows —-	Act2001 ', and is to
		This is the annexure marked "A" referred to Statutory Declaration of	
		on the Before me —	20
		(Justice of the Peace, or Con	
	(b)	Statutory declarations relating to personal particular director in the form of Form No. 10 (other than the applying for an individual licence) are attached.	ars by each
	(c)	Copy of the Certificate of Incorporation and list of shareholders are attached.	
2.6	to w	ress for service — The registered office of the body of hich notices of documents required or permitted to be ne body corporate may be sent	
	NOT	TE — Any notice sent or delivered to the body corpo address is deemed to have been validly served on t corporate.	
Compare 0	1 Jul 2	2005 [01-f0-03] / 17 Feb 2006 [02-a0-04]	page 25

3.

STATUTORY DECLARATION
Ι
of
in the State of Western Australia do solemnly and sincerely declare —
a director
(a) that I am the secretary of
Limited
(b) that subject to the Builders' Registration Act 1939, the above body corporate has the power, authority and capacity to carry out building work of any kind.
(c) that I am authorised by the Board of the above body corporate to make this declaration, and
(d) that, to the best of my knowledge, information and belief, the statements contained in this application and the annexures are true in substance and in fact.
AND I, do solemnly and sincerely declare that the particulars contained in this application and accompanying statements are true and correct, and I make this solemn declaration under section 106 of the <i>Evidence Act 1906</i> .
Declared atthisday of
Signature of applican
Before me —-
Justice of the Peace or Commissioner for Declarations
Applications should be sent to —-
The Registrar, Builders' Registration Board of Western Australia, 18 Harvest Terrace, WEST PERTH W.A. 6005.
[Form No. 2B inserted in Gazette 30 Nov 1984 p. 3991-3; amended in Gazette 28 Sep 2001 p. 5354.]

Form No. 3
Western Australia
The Builders' Registration Act 1939 and Regulations
No
No
Builders' Registration Board of Western Australia
CERTIFICATE OF REGISTRATION
(Regulation 8)
This is to certify that
has this day been registered as a builder under the provisions of the <i>Builders' Registration Act 1939</i> .
Registra
Date

[Forms_Form Nos. 4, 5 and _6 deleted] in Gazette 31 Jul 2001 p. 3937.]

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Form No. 7

Western Australia

The Builders' Registration Act 1939 and Regulations

APPLICATION BY INTERSTATE BUILDER FOR A TEMPORARY LICENCE

(Regulation 15)

	ilders' Registration
Board of W	Vestern Australia.
	, usually of (b)
	of, but at present temporarily residing at
	in the State of Western Australia (d)
	t to trade as a builder temporarily within the State of Western
	within the meaning of the <i>Builders' Registration Act</i> 1939, hereby
	ne grant and issue to me under the Builders' Registration Regulations
	rary licence to trade as a builder within the said State of Western
Australia w	vithout being registered as a builder under the said Act.
2. My o	qualifications for the grant and issue to me of the temporary licence
applied for	are as follows: —
(a)	I reside permanently at (b)
	in theState of
	but am
	residing temporarily at (c)
	in this State;
	and
(b)	I am over 21-years of age, having been born at (f)
(-)	
	in the State of
	on the (g)
	day of
	and
(c)	I am a person of good character;
(C)	and
(1)	
(d)	I have for a period of not less than 2-years during the last past
	5 years been trading as a builder or supervisor of building and am
	competent to carry out and supervise building work.
3. The	prescribed temporary licence fee accompanies this application.
Dated the .	day of

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(a) Full name of applicant. (b) Permanent temporary address within the State. (d) O of birth.	
	-4:- ·-
Declara	ation
I, the abovenamed applicant, do solemnly particulars stated in the above application	are true and correct.
And I make this declaration under and by <i>Act 1906</i> .	virtue of section 106 of the Evidence
Declared at	Applicant.
day of	
J.P. or Commissioner of	f Declarations.
Form No. 7 amended in Gazet	te 9 Dec 1997 n 7173 1

Form No. 8

Western Australia

The Builders' Registration Act 1939 and Regulations

TEMPORARY LICENCE TO INTERSTATE BUILDER TO TRADE AS A BUILDER WITHOUT REGISTRATION

(Regulation 15)

("8" " " " " " " " " " " " " " " " " "
This licence is issued under the regulations made under the <i>Builders</i> '
Registration Act 1939, and authorises (a) usually of (b)
in the State of
but at present residing temporarily at (c)
in the State of Western Australia,
Builder, to carry on temporarily the trade of a builder within the State of
Western Australia without being registered as a builder under the said Act for a period of (d)
20 upon and subject to the following
conditions, namely: —
(f)
Dated the day of
Registrar
(a) Full name of builder.(b) Permanent address outside the State.(c) Temporary address within the State.(d) Period for which licence is granted.(e) Commencing date of licence.(f) Insert conditions (if any) imposed by the Board.
Dualu.

Form No. 9

Builders' Registration Act 1939

Builders' Registration RegulationsFINANCIAL STATEMENT BY APPLICANT

(Regulation 8(2))

TO THE APPLICANT

Under section 9A(2) and 10(2a) of the *Builders' Registration Act 1939* the Board may require an applicant for registration to satisfy the Board that the applicant has sufficient material and financial resources to meet financial obligations as and when they become due

Under regulation 8(2)(b), the applicant is required to complete this form OR provide a prepared financial statement certified by the applicant's accountant. Please indicate if any or all of the items below are held in joint names or by a partnership. You may attach further written details to this form if there is not enough space to include all relevant matters. [Note: do not include intangibles such as goodwill, rights of indemnity, intellectual property such as trademarks and patents, formation expenses or borrowing expenses.]

Assets Properties Properties Residential and other properties (eg. house, flat, factory, shop, vacant land) Value of contents Cash balances (list bank, building society, etc. and branch) Residential and other properties (eg. house, flat, factory, shop, vacant land)

Inserted Cells

Compare 01 Jul 2005 [01-f0-03] / 17 Feb 2006 [02-a0-04]

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<u>Assets</u> Properties	<u>Value</u>
	<u>\$</u>
Value of contents	
Cash balances (list bank, building society, etc. and	
branch)	
Building related assets	
Salary, annual leave accrual	
Plant & equipment (exclude leased items)	
Motor vehicles (exclude leased items)	
Tools of trade	
Stock of materials	
Trade debtors (supply list)	
Other assets	
Personal effects	
Life insurance policies	
Superannuation accrued benefit	
Boat/caravan	
Other (eg. shares, investments)	
Total Assets	\$
Total Assets	Ψ
Liabilities	
Properties	Value
	\$
Owing on residential property	
Owing on other properties	
Owing on hire purchase/lease	

Inserted Cells

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Inserted Cells

Assets Properties	<u>Value</u>
	<u>\$</u>
Owing on personal loans, credit cards	
Bank overdraft (limit)	
Trade creditors (supply list)	
Unpaid tax liability	
Other liabilities (please specify)	
Total liabilities	\$
Summary	
Total Assets	\$
Less Total Liabilities	\$
Net tangible assets	\$
Details of past business	
Have you ever been declared bankrupt or been a partner or director of an insolvent business?	r Yes/No
[If yes, please attach a written explanation and provide th trustee, administrator, receiver, receiver and manager or	-
Guarantees	
List all personal or business guarantees or indemnities signand the amounts secured.	ned to secure debts,

<u>AssetsProperties</u>	<u>Value</u>
	<u>\$</u>
Statutory declaration	
I of	Address
Name	Adaress
Occupation	
do solemnly and sincerely declare that the pa	articulars contained in this
financial statement are true and correct, and	
by virtue of section 106 of the Evidence Act	1906.
Declared at in the State of	
Western Australia thisday	
of20	
0120	
Before me	
J.P. or Commissioner for Declarations	Signature of
J.P. of Commissioner for Declarations	Signature of applicant/declarant
[Form No 9 inserted in Gazette 31	11

Inserted Cells

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Western Australia

Builders' Registration Act 1939

STATUTORY DECLARATION RELATING TO PERSONAL PARTICULARS TO BE COMPLETED BY A DIRECTOR OR PARTNER NOT APPLYING FOR REGISTRATION IN HIS OWN NAME

(Regulation 8D)

Ţ		
1	(Full name)	
supply the f	following personal particulars to accompany the a	-
•••••	(Body corporate or partnership name)	•••••••••••
1.1	I am director of the body corporate/member of the	he partnership.
	(delete whichever is inapplicable)	·
1.2	Date of birth	
	Answer questions 1.3 to 1.8 with "Yes" or "No" answer is "Yes" give full particulars in the space section 1.10.	
		Yes/No
1.3	Have you previously applied for or held Registration as a Builder?	
1.4	Have you applied for and been refused any other licence or registration required by law to carry on business or held any such licence which has been cancelled or suspended at any time during the past 10 years?	
1.5	Are you an undischarged bankrupt?	
1.6	Have you been a bankrupt at any time during the past 10 years?	
1.7	Have you been convicted of any offence involving dishonesty, fraud or breaches of bankruptcy or company law at any time during the past 10 years?	

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- 1.8 Have you or any body corporate of which you were a director or manager or any partnership of which you were a member been involved in court proceedings concerning the quality of any building work carried out by you or the body corporate or partnership at any time during the past 10 years?
- REFERENCES Attach 2 character testimonials and give the following details of the persons who have supplied them -

(Form No. 11)

Name Occupation Address

- NOTE: Persons giving the character testimonials should be persons of standing in the community and should have known the applicant for a period of not less than 3 years. The character testimonials should not be dated more than 6 months before the date of this application.
- 1.10 PARTICULARS Give below full particulars of any of questions 1.3 to 1.8 which you have answered "Yes".

Question number Particulars

(if the above space is insufficient attach additional sheets in the same form)

Builders' Registration Regulations First Appendix

Name	Address
solemnly and sincerely declare that Occupation	d
the particulars contained in my applicate true and correct, and I make this of the <i>Evidence Act 1906</i> .	
Declared at this of 20	
	Signature of applican
Before me —	
Justice of the Peace or Con	nmissioner for Declarations.
Applications should be sent to —	
The Registrar, Builders' Regis 18 Harvest Terrace, WEST PE	tration Board of Western Australia, RTH W.A. 6005.
[Form No. 10 inserted in Gazette	30 Nov 1984 n 3994-5 1

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Form No. 10A

Builders' Registration Act 1939

Builders' Registration Regulations

CERTIFICATE OF PAYMENT OF FEE UNDER SECTION 4A(1)(c)(iii)

(Regulation 8E)

To: (state name of local government)

The person whose name appears below certifies that the person has paid to the Builders' Registration Board the fee determined by the Minister under section 4A(1)(c)(iii) of the *Builders' Registration Act 1939*.

Name:

Date of payment of fee:

Signed:

Officer (if signing on behalf of a body corporate):

[This certificate is not valid unless it has been stamped by the Builders' Registration Board.]

[Form No. 10A inserted in Gazette 31 Jul 2001 p. 3942.]

Western Australia

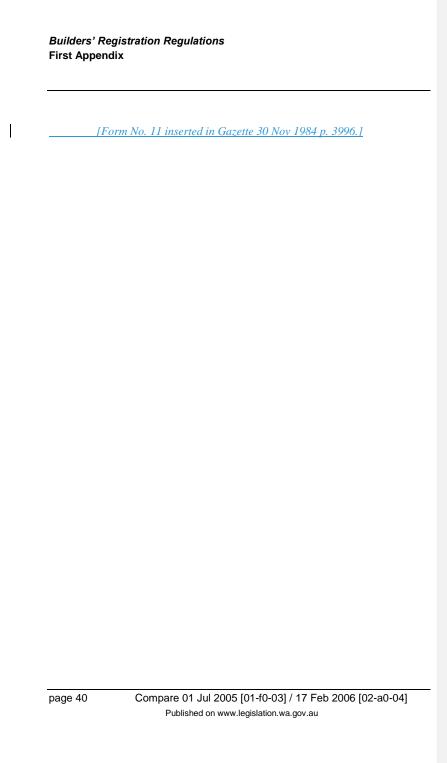
Builders' Registration Act 1939 and Regulations

CHARACTER TESTIMONIAL IN SUPPORT OF AN APPLICATION FOR REGISTRATION

This is to certify that I have known	(Applicant's Name)
of(Applicant's a	
foryears	
(minimum 3 years)	ı
His association with me has been in a	
(personal, business of	pr professional)
capacity.	
I consider that he/she is a person of good cl proper person to hold such a registration.	naracter and repute and a fit and
Date	Signature
The Character Testimonial should not be	Address
dated more than 6 months before the date	7 tudi CSS
of application.	
	Occupation
	<u></u>
for at least 3 years and r	ials must have known the applicant must be persons of standing in the liberty to add any further

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Builders' Registration Act 1939

Builders' Registration Regulations

PRELIMINARY NOTICE UNDER SECTION 12A(3)

(Regulation 23)

[If you intend to make a complaint to the Disputes Tribunal under section 12A(1) or (1a) of the Builders' Registration Act 1939 about any building work, the complaint cannot be made until this preliminary notice has been completed and given to the person who carried out the building work. A copy of this notice must also be given to the Disputes Tribunal at the time the complaint is made to the Disputes Tribunal.]

PART A	Who is making the complaint (the "complainant")? Name of complainant ———————————————————————————————————
	Where was the building work about which the complaint is being made carried out? Address where building work was carried out

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	Who carried out the building work about which the complaint is being made (the "respondent")?		
	Name of respondent		
	Address of respondent		
	-		
	=		
PART B	What are the matters the respondent is called on to rectify or attempt to settle?		
	[Set out here the matters that you are calling on the respondent to rectify/attempt to settle and indicate what remedy or settlement you are seeking. You may attach further written details to this notice if there is not enough space to include all relevant matters.]		
	Signed (by complainant) —————		
	Date		
	<u>Date</u>		
TAKE NO	TICE that the complainant calls on the respondent to rectify		
	, or to attempt to settle the matters that are in dispute, as set out		
in Part B ab			

[Form No. 12 inserted in Gazette 31 Jul 2001 p. 3943.]

Builders' Registration Act 1939

Builders' Registration Regulations INFRINGEMENT NOTICE

(Regulation 24)

	
service: -	·····
To:	
<u>To:</u>	
	(name)
of	
of	
	(address)
	Postcode
	Postcode
	ged that at about a.m./p.m. on
	u.m., p.m. on
	at
,	
•••••	
day of	
day of	at
day of you com	at
day of you com	mitted the offence described below and are liable for the
day of you com	mitted the offence described below and are liable for the penalty stated.
day of you com	mitted the offence described below and are liable for the
you commodified	mitted the offence described below and are liable for the penalty stated. d title of authorised person giving this notice
day of you commodified Name ar	mitted the offence described below and are liable for the penalty stated. d title of authorised person giving this notice
day of you commodified Name ar	mitted the offence described below and are liable for the penalty stated. d title of authorised person giving this notice
you commodified Name ar Signatur	mitted the offence described below and are liable for the penalty stated. d title of authorised person giving this notice
you commodified Name ar Signatur	mitted the offence described below and are liable for the penalty stated. d title of authorised person giving this notice

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	1		T
2.	Section of Act	Description of offence	Modified penalty
3.	If you wish to have a complaint of the alleged offence heard and determined by a court, you need not reply to this notice or pay the modified penalty, but in that case court proceedings may be taken against you and you may be liable for costs and a fine for the offence.		
4.	If you do not wish to have a complaint of the alleged offence heard and determined by a court, you may pay the modified penalty within 28 days after the date of this notice. If the modified penalty is not paid within that period, you will be taken to have declined to pay it and court proceedings may be taken against you and you may be liable for costs and a fine for the offence.		
5.	Payment may be made by either —		
	(a) posting this form and a cheque or money order, made payable to the Builders' Registration Board for the amount of the modified penalty stated in item-2, to the Corporate Services Manager, Builders' Registration Board, 18 Harvest Terrace, West Perth WA 6005; or		
	modi perso	ering this form, and paying the and field penalty stated in item-2, to a on* at the Builders' Registration Eace, West Perth WA 6005.	n authorised
		rsons for the purposes of paragraph (I strar and the Corporate Services Man ard.]	,

[Form No. 13 inserted in Gazette 31 Jul 2001 p. 3944.]

Builders' Registration Act 1939

Builders' Registration RegulationsWITHDRAWAL OF INFRINGEMENT NOTICE

(Regulation 25)

(Tegulation 25)			
o. of notice:	· · · · · · · · · · · · · · · · · · ·	<u></u>	
Pate of service:			
To:			
10	(name)		
of			
<u>To:</u>			
	<u>(name)</u>		
<u>of</u>	(LL)	·····	
T£:	(address)		
the	notice no	served on you on	
		for the offense described	
		for the offence described	
below has be	en witharawn.		
The medified	I mamaltau		
The modified	• •		
	*has been paid and a refund i		
	*has not been paid and shoul	d not be paid.	
	[*Delete as appropriate.]		
Name and title	of authorised person giving this no	tice	
	·····		
Signature			
Signature		<u></u>	
Section of	Description of offence	Modified penalty	
Act			

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Builders' Registration Regulations First Appendix

[First Appendix amendedForm No. 14 inserted in Gazette 30 November 1984 pp.3989-96; 9 December 1997 p.7173; 31 July Jul 2001 p. 3737 and 3940-5; 28 September 2001 p.5354.] 3945.]

Builders' Registration Regulations Second Fees Appendix

Second Appendix

Fees

Item no. section/ regulation	Description of circumstance	Fee \$
1. s. 4(1a)	On an application, by an unregistered person,	
r. 8A	for an authorisation to construct a specified	
	building	236
2. s. 9(6)(a)	To obtain from the registrar a list of the names	
	and addresses of all persons registered in the	
	register	30
3. s. 9(6)(b)	To obtain from the registrar a certificate as to	
	the registration or non-registration of a named	
	person on a specific date or during a specific	
	period	18
	For an individual —	
4. s. 10(1)(a)	(a) (not a company or other body corporate)	
	to be registered under the Act	225
5. s. 9A(1)(e)	(b) who is an architect, engineer etc. with	
	5 years experience to be registered	
40(0)()	under the Act	225
6. s. 10(2)(a)	For a partnership to be registered under	1.00
r. 8B(2)	the Act	168
7. s. 10(2)(a)	For a company or other body corporate to be	
r. 8C(2)	registered under the Act	225
8. s. 22(1)	For the issue of a [Form 3] certificate of	
r. 8(6)	registration	24
9. s. 24(1)(i)	On an application for a temporary licence —	
r. 15(2)	(a) for an individual	220
	(b) for a partnership	301
	(c) for a company or other body corporate	682
10. s. 34A	On a complaint or application to the Disputes	
r. 19	Tribunal —	
	(a) by a financially disadvantaged person	16
	(b) by any other person	27

[Second Schedule Appendix inserted in Gazette 28 Jun 2005 p. 2914.]

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Notes

This <u>reprint</u> is a compilation as at 17 February 2006 of the *Builders' Registration Regulations* and includes the amendments made by the other written laws referred to in the following table 3. The table also contains information about any reprint.

Compilation table

Citation	Gazettal	Commencement
Builders' Registration Act Regulations ⁴	26 Apr-1940 pp.p. 622-7	1 May 1940 (see <i>Gazette</i> 26 Apr_1940 <u>p. 597</u>)
Untitled regulations	17 Mar1966 p732	17 Mar1966
Untitled regulations	17 Dec-1968 pp.p. 3871-2	17 Dec1968
Untitled regulations	3 Oct_1969 p3018	3 Oct-1969
<u>Untitled regulations</u>	23 Oct1969 p3278	23 Oct 1969
Untitled regulations	9 Mar1970 p755	9 Mar 1970
Builders' Registration Amendment Regulations 1983	5 Aug-1983 p2889	5 Aug 1983
Builders' Registration Amendment Regulations (No. 2) 1983	30 Dec-1983 p5135	30 Dec 1983
Builders' Registration Amendment Regulations 1984	6 Jul-1984 p2054	6 Jul1984
Builders' Registration Amendment Regulations (No. 2) 1984	30 Nov-1984 p. 3989-96	1 Dec-1984 (see regulation r. 2 and Gazette 30 Nov-1984 p. 3945)
Builders' Registration Amendment Regulations 1986	29 Aug-1986 p3205	1 Sep 1986 (see regulation r. 2 and Gazette 29 Aug-1986 p. 3162)
Builders' Registration Amendment Regulations 1987	31 Dec-1987 p4609	31 Dec1987
Builders' Registration Amendment Regulations 1988	1 Jul-1988 p. 2161	1 Jul1988
Builders' Registration Amendment Regulations 1989	7 Jul-1989 p. 2112	7 Jul1989
Builders' Registration Amendment Regulations (No. 2) 1990	21 Sep 1990 ppp. 4897-8	21 Oct-1990 (see regulation <u>r.</u> 2)

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Citation	Gazettal	Commencement
Builders' Registration Amendment Regulations 1997	9 Dec-1997 ppp. 7172-3	1 Jan-1998 (see regulation r. 2)
Builders' Registration Amendment Regulations 1998	17Jul1998 p3761	17Jul1998
Reprint of the Builders' Registration	Regulations as a	t 22 Sep 2000 (includes
amendments listed above)		
Builders' Registration Amendment Regulations (No. 2) 2001	31 Jul 2001 pp.p. 3935-46	1 Aug 2001 (see regulation <u>r.</u> 2 and <i>Gazette</i> 31 Jul 2001 p. 3907)
Builders' Registration Amendment Regulations (No. 3) 2001	28Aug2001 ppp47967	28-Sep 2001 (see regulation r. 2(b) and <i>Gazette</i> 28 Sep 2001 p. 5352)
Corporations (Consequential Amendments) Regulations 2001, Part_Pt3	28-Sep 2001 pp.p. 5353-8	Deemed operative 15 Jul-2001 (see regulation-r. 2 and Commonwealth Gazette 13-Jul-2001 No. S285)
Builders' Registration Amendment Regulations (No. 2) 2003 ²	9 Jan 2004 p. 86–7	9 Jan 2004
Builders' Registration Amendment Regulations 2005	28 Jun 2005 p. 2913-15	1 Jul 2005 (see r. 2)

Reprint 2: The Builders' Registration Regulations as at 17 Feb 2006 (includes amendments listed above)

- Under the Alteration of Statutory Designations Order (No. 3) 2001 a reference to the Department for Community Welfare is, unless the contrary intention appears, to be read and construed as a reference to the Department for Community Development.
- The Builders' Registration Amendment Regulations 2003 as published in Gazette 12 Sep 2003 p. 4071 has no effect because it was made in error by the Governor instead of the Board.
- Now known as the Builders' Registration Regulations; citation changed (see note under r. 1).

Compare 01 Jul 2005 [01-f0-03] / 17 Feb 2006 [02-a0-04]