

# Application to replace a plumbers and drainers licence or registration

Use this form to apply for a replacement plumbers and drainers licence or registration in accordance with Section 29 of the [Plumbers and Drainers Licensing Act 1983](#).

For further information on your requirements please see the [plumbers and drainers licensing board](#) website.

Licence details					
Licence number		Expiry date			
Applicant details					
Surname		Date of birth			
Given name/s					
Residential address					
Suburb		State		Postcode	
Is your postal address the same as above? If no, complete below.					
Postal address					
Suburb		State		Postcode	
Contact details					
Phone number		Mobile number			
Email address					
Do you agree to receive correspondence by email?				Yes / No	
Reason for replacement					
Lost	<input type="checkbox"/>	Stolen	<input type="checkbox"/>	Destroyed	<input type="checkbox"/>
Describe how the licence was lost, stolen, or destroyed.					
Consent for document verification					
We will verify your identity against existing government records using the ID Match Document Verification Service. This service encrypts your information during verification. You can find out more about the service on the ID Match website - <a href="https://www.idmatch.gov.au">https://www.idmatch.gov.au</a> .					
I confirm that I am authorised to provide the personal details presented and I consent to the document details I've provided as evidence of identity to be checked with the relevant government agency via the Document Verification Service.				Yes / No	

Receiving licence/registration				
How do you wish to receive the licence/registration?	Post	<input type="checkbox"/>	Collection	<input type="checkbox"/>
Applicant declaration				
I, (full name)				
Of (address)				
Do solemnly and sincerely declare that:				
<ul style="list-style-type: none"> <li>All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and</li> <li>I have read and understand the information contained in this application; and</li> <li>I undertake that in the event of a registration being issued to me, I will comply with the conditions of the licence and observe the provisions of the <i>Plumbers and Drainers Licensing Act 1983</i> and all other laws from time to in force governing the design, construction, and maintenance of building work in the Northern Territory; and</li> <li>I know that it is an offence to make a declaration which is false in any material particular.</li> </ul>				
This declaration is made at (location)			on (date)	
Applicant signature				
Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.				
Checklist requirements				
Prescribed application fee – See the <a href="#">forms page</a> for current fee.	<input type="checkbox"/>			
Completed and signed declaration.	<input type="checkbox"/>			
Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. For example: Drivers licence, passport, evidence of age card, firearms licence, working with children’s card etc.	<input type="checkbox"/>			
Privacy Statement				
<p>The Northern Territory Government and the Plumbers and Drainers Licensing Board respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the <i>Information Act 2002 (NT)</i>.</p> <p>You have been asked to provide personal information necessary for us to meet your application requirements. You do not have to provide your personal information but if you choose not to, this application will be incomplete, and we will be unable to process it.</p> <p>The information you provide will be accessible to the Territory Business Centre and Occupational and Industry Licensing and will only be used to provide a department service or program. We will not disclose your personal information to third parties unless, authorised or required by law to do so, you have given us consent to share your personal information for a specific purpose.</p> <p>You may request access to the personal information we hold about you. If you want more information about the Northern Territory’s privacy laws, please refer to the <i>Information Act 2002 (NT)</i>, or the Office of the Information Commissioner NT.</p>				

Lodgement		
Complete applications can be lodged in person, email or via post at a Territory Business Centre below.		
Darwin	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah	
Katherine	Big Rivers Government Centre, 5 First Street	
Tennant Creek	Barkly Business Hub, 63 Haddock Street	
Alice Springs	Ground Floor, The Green Well Building, 50 Bath Street	
1800 193 111	<a href="mailto:territorybusinesscentre@nt.gov.au">territorybusinesscentre@nt.gov.au</a>	GPO Box 9800 Darwin NT 0801
Payment details		
A fee is payable on lodgement of this application form. Payment can be made by:		
<ul style="list-style-type: none"> <li>• Cash (in person only); or</li> <li>• Cheque (made out to Receiver of Territory Monies - in person/mail); or</li> <li>• Credit card (Visa or MasterCard accepted in person or over the phone). Note: A staff member from the Territory Business Centre will contact you via phone for payment.</li> </ul>		