

# Application for journeyman registration

Use this form to apply for a journeyman registration on completion of a certificate III plumbing and draining in accordance with Section 22 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 (Select category below)				
Plumber	<input type="checkbox"/>	Drainer	<input type="checkbox"/>	
Endorsements (if you have completed the course, please select below applicable endorsement)				
Backflow prevention	<input type="checkbox"/>	Thermostatic mixing valves	<input type="checkbox"/>	
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				
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
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 *Oaths, Affidavits and Declarations Act 2010* 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.

### Receiving registration

How do you wish to receive the registration? Post  Collection

### Checklist requirements

Prescribed application fee – See the <a href="#">forms page</a> for current fee.	<input type="checkbox"/>
Application Form completed and Unattested Declaration signed	<input type="checkbox"/>
Evidence of completion of apprenticeship certificate	<input type="checkbox"/>
Evidence of completion of Certificate III in Plumbing (including transcripts and grades completed).	<input type="checkbox"/>
Evidence of at least 12 months work experience (statutory declaration or company letter signed by supervising Advanced Tradesman).	<input type="checkbox"/>
Passport sized photo taken in the last 6 months attached. Alternatively, a photo can be taken at the Territory Business Centre.	<input type="checkbox"/>
Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. For example: Driver's licence, passport, evidence of age card, firearms licence, working with children's card etc.	<input type="checkbox"/>

### Privacy Statement

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 *Information Act 2002* (NT).

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.

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.

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 *Information Act 2002* (NT), or the Office of the Information Commissioner NT.

### 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 [territorybusinesscentre@nt.gov.au](mailto:territorybusinesscentre@nt.gov.au) GPO Box 9800 Darwin NT 0801

### Payment details

A fee is payable on lodgement of this application form. Payment can be made by:

- Cash (in person only); or
- Cheque (made out to Receiver of Territory Monies - in person/mail); or
- 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.

**Statutory Declaration**

**For evidencing on-the-job experience in support of an application for journeyman registration**

*Oaths, Affidavits and Declarations Act*

(1) Name and address of person making declaration  
 (2) Insert the name of the worker to whom this declaration relates.  
 (3) Insert here the name of the business who the plumber was employed by.  
 (4) Insert here written work summary for plumber.

I, (Employer/Supervisor) (1) \_\_\_\_\_  
 of (address) \_\_\_\_\_  
 Holder of licence no LPD \_\_\_\_\_ of (company/business) \_\_\_\_\_  
 Solemnly and sincerely declare:  
 (2) \_\_\_\_\_  
 Has been employed by (3) \_\_\_\_\_  
 Under a contract of training as an apprentice plumber and drainer  
 for a period of \_\_\_\_\_ months from \_\_\_\_\_ to \_\_\_\_\_  
 and during that period has carried out the following work in accordance with the apprentice training requirements (4)

(5) Signature of the person making the declaration  
 (6) Signature of the person witnessing the declaration.  
 (7) This declaration may be made before any person who has attained the age of 18 years.  
 (8) Name and contact address of person whom the declaration is made, legibly written typed or stamped.

Which I believe has maintained their skills and competency to carry out safe and compliant Plumbing and draining work; and  
 I make this solemn declaration by virtue of the *Oaths, Affidavits and Declarations Act 2010* and conscientiously believe the statements contained in this declaration to be true in every particular. I acknowledge that a person willfully making a false statement in a statutory declaration is guilty of an offence and is liable to a penalty or imprisonment, or both.

Declared at (Place) \_\_\_\_\_  
 on the \_\_\_\_\_ day of \_\_\_\_\_ in the year of \_\_\_\_\_  
 DECLARED by (signature) (5) \_\_\_\_\_  
 Before me (6) \_\_\_\_\_ (7)  
 (8)

**NOTE:**

- This written statutory declaration must comply with Part 4 of the *Oaths Affidavits and Declarations Act 2010*. Making a declaration knowing it is false in a material particular is an offence for which you may be fined or imprisoned; and
- The experience declared will be assessed and an audit may be performed if there is any doubt to its validity.