



Government of **Western Australia**
 Department of **Mines, Industry Regulation and Safety**
Building and Energy

Declaration of change of name on a Gasfitting Permit or Authorisation

Form R108

Please ensure you have provided all required information and supporting documentation as per the application checklist.

Application checklist

Use this checklist reminder to ensure that you complete all parts of the application and attach all necessary supporting documents.

- Personal and contact details completed.
- Proof of identification (**minimum of 100 points**) in accordance with the attached Fact Sheet.
- Please attach documentation in support of name change in accordance with 'Evidence in support of name change' section on p. 2 of the form.
- Declaration completed.

You may lodge your completed application:

By post addressed to:

Licensing Services
 Department of Mines, Industry
 Regulation and Safety
 Locked Bag 100,
 EAST PERTH WA 6892

In person at:

Customer Service
 Level 1, Mason Bird Building
 303 Sevenoaks Street
 CANNINGTON
 Hours: 8:30am to 4:30pm
 Monday to Friday

Enquiries Only

Telephone: (08) 6251 2963

Email (**Do Not Email Form**)
gaslicensing@dmirs.wa.gov.au

Internet: www.dmirs.wa.gov.au/building-and-energy

Please print neatly in BLOCK LETTERS with a black or blue pen only	
Applicant Details	Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss
GF _____	New Surname: _____
	New Given Names: _____
	Date of Birth: _____ / _____ / _____
	Former Surname: _____
	Former Given Names: _____
Residential address	<i>*Required for publication on the Register. Cannot be a PO Box.</i>
	Street: _____
	Suburb: _____ State: _____ Postcode: _____
Postal address*	<input type="checkbox"/> As above <i>*Address for correspondence from the Department.</i>
	Postal Address: _____
	Suburb: _____ State: _____ Postcode: _____
Contact details	Home Phone: _____ Work Phone: _____
	Mobile Phone*: _____
	Email*: _____
	<i>*Required to receive courtesy renewal reminder notification via SMS and email and other important notifications relevant to your permit.</i>
Proof of identification	<input type="checkbox"/> Please attach proof of identification (minimum 100 points) in accordance with the attached Fact Sheet.
Evidence in support of change of name	<input type="checkbox"/> Please attach documentation to support change of name, e.g: <ul style="list-style-type: none"> • A Certified Copy of Certificate of Name Change issued by Registry of Births, Deaths and Marriages; or • A Certified Copy of Marriage Certificate issued by Registry of Births, Deaths and Marriages (if applicable).

Declaration

Section 13A(10) of the *Gas Standards Act 1972* makes it an offence for a person to:

- falsify any matter relating to an application;
- provide any document or other evidence in support of the application that is forged, false, fraudulent or wrongfully represented as pertaining to the applicant;
- make a false statement in this declaration; or
- give a false testimonial to any person in connection with this application.

By signing this declaration, you give consent to the Director of Energy Safety and duly authorised officers to make enquiries and to receive and disclose any information for the purpose of determining this application.

Declaration

I

Full name of applicant

- 1 authorise the Director of Energy safety, duly authorised officers of the Department of Mines, Industry Regulation & Safety or persons acting on behalf of the Department to make enquiries considered necessary to assess this application. I agree that the Department can use any or all information received pursuant to this authority for the purposes of the assessment or audit of this application; and
- 2 sincerely declare that this application is true and correct.

Signature

Date



FACT SHEET

Proof of identity requirements for applicants for an electrical licence or gasfitting permit

Licensing Services maintains a register of licensed electrical and gas operatives and ensures that the information is accurate and confidential, protecting operatives against the possible fraudulent use of their name. This fact sheet explains the requirements for an applicant to prove his or her identity.

APPLICANTS MUST PROVE THEIR IDENTITY BY PRESENTING AS MANY DOCUMENTS FROM THE FOLLOWING LISTS SO AS TO SCORE A MINIMUM OF 100 POINTS.

AT LEAST ONE DOCUMENT PROVIDED MUST SHOW THE SIGNATURE OF THE APPLICANT.

CREDIT CARDS, DEBIT CARDS OR BANK STATEMENTS CANNOT BE ACCEPTED FOR PROOF OF IDENTIFICATION.

Must include the Name of the signatory verified from one of the following: **70 POINTS**

- Birth certificate (not an extract)
- Australian Citizenship certificate
- International travel document / Current passport
- Expired passport which has not been cancelled and was current within the preceding 2 years
- Other document of identity having the same characteristics as a passport (E.g. this may include some diplomatic documents and some documents issued to refugees)

NOTE: ONLY ONE DOCUMENT FROM THE ABOVE LIST CAN BE ACCEPTED FOR 70 POINTS.

Must include the name and a photograph or signature of signatory verified from one of the following: **40 POINTS**

- A current licence or permit issued under a law of the Commonwealth, a State or Territory
- An identification card issued to a public employee
- An identification card issued by the Commonwealth, a State or Territory as evidence of the person's entitlement to a financial benefit
- An identification card issued to a student at a secondary or tertiary education institution
- A current Australian Driver's Licence

Must include the Name and Address of signatory verified from any of the following: **35 POINTS**

- Document verifying employment (A current employer, or a previous employer within the last 2 years)
- Document from a rating authority (e.g. land rates)

Must include the Name of signatory verified from any of the following: **25 POINTS**

- Marriage certificate
- Council rates notice
- Telephone account
- Medicare card
- Records of Public Utility
- Transperth Smartrider cards (for students only)

Must include Name and Date of Birth of signatory verified from any of the following: **25 POINTS**

- Records of primary, secondary or tertiary educational institution attended by the signatory within the last 10 years
- Records of a professional or trade association of which the signatory is a member
- Proof of Age/Photo card
- Current Foreign Driver's Licence

THE DOCUMENTATION PROVIDED MAY BE A PHOTOCOPY OF THE ORIGINAL DOCUMENT.