



# Renewal of registration

## Painting contractor (individual)

Form 56

### Use of this form

This form is to be used by painters who are currently registered as practitioners and who are also registered as contractors with the Building Services Board and are applying for their contractor registration to be renewed.

If you decide that you no longer require contractor registration, please advise the Board.

### Registration as a painting practitioner

In Western Australia a painter who wishes to act as a nominated supervisor for a registered painting contractor or wishes to use a prescribed title such as *registered painting practitioner* must be registered as a painting practitioner.

Registration as a painting practitioner does not authorise a person to provide services as a contractor. This form is not for renewal of a painting practitioner registration.

### Registration as a painting contractor

A person, partnership or company must be registered as a painting contractor to:

- contract with others to provide services as a painter with a value \$1,000 or more and is located within the area of the Board's jurisdiction; or
- use a prescribed title such as registered painting contractor.

### Financial probity

If you have experienced an insolvency event, further information regarding this event may be required. In certain circumstances, the Board has the power to declare a person an excluded contractor from registration as a painting contractor on either a temporary or permanent basis.

### Financial capacity

Painting contractors must inform the Board if they have been an insolvent in the last three years.

### Building service debt

If you have incurred a building service debt, being an unsatisfied court judgement or adjudication determination that has not been paid, your registration cannot be renewed.

### Ineligible person

If you are currently declared an ineligible person, your registration cannot be renewed.

### Registration expiry date

You must submit your completed form, and supporting documents, no later than your registration expiry date.

You are strongly encouraged to apply for renewal well before your expiry date to avoid your registration expiring.

### Duration of registration

The renewal is for a period of three years.

### Registration renewal fee

The registration renewal fee is for three years.

GST is not payable on this fee.

If the Board refuses your application the registration fee will be refunded.

### Late renewal of registration

If there is a reason you have not submitted your form by the expiry date you can apply for a late renewal. Late renewals can only be accepted within six months from the expiry date. However, the Board must also agree your circumstances are exceptional in order to accept your late renewal.

A fee is payable for late renewal of registration.

If you are not eligible for a late renewal you can re-apply for registration.

### Return of documents

The Department does not return documents. If required, make a copy before you submit your form and attachments.

### After your form is submitted

If the Department requires further information, you will be contacted.

## Applications and payments

Complete and sign your form. Submit it with your supporting documents and payment no later than the expiry date.



### By post

Pay by credit card using the payment slip on the form or pay by cheque or money order made payable to –

Department of Mines, Industry  
Regulation and Safety

Licensing Services Branch  
Locked Bag 100  
EAST PERTH WA 6892



### In person

Submit your application and pay by cash, cheque, money order or card at the customer service counter.

Level 1, 303 Sevenoaks Street  
CANNINGTON WA 6107

Office hours are:

Mon–Fri 8:30am to 4:30pm.



BPAY and online payment are not available for this renewal.

## State Administrative Tribunal review of Board decisions

The decision to refuse an application for registration is a reviewable decision in certain circumstances. If you disagree with the Board's decision in relation to this registration application, you may be able to apply to the SAT for a review of the decision.

## More information

If you need more information about the status of your renewal contact the Licensing Renewals team on 1300 489 099 or email

[be.renewals@dmirs.wa.gov.au](mailto:be.renewals@dmirs.wa.gov.au)



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**56**

# Painting contractor (individual)

## CHECKLIST

Use this checklist to ensure all parts of the application are completed and all necessary supporting documents are attached.

- Form complete - all questions answered
- Questions 1 to 7 answered
- Practitioner registration number stated
- Declaration signed and dated
- Payment details provided

## PAYMENT

### CREDIT CARD PAYMENT DETAILS

(Payment will appear as "WA Gov – DMIRS" on your bank statement)

Card Type    Visa        Mastercard        (Only Visa and Mastercard accepted)

Card Number   

Card Holder     Please print

Expiry Date      /      *I authorise the Department to deduct the current prescribed fee\**

Signature / Authorisation        Date   

Cardholder's contact phone number:   

\*Fees are subject to change on 1 July of each year

ABN: 69 410 335 356

### Office Use only

Licence No:	Department Code	PT	Chart Description	<input type="checkbox"/> Paint Reg Fee Cont Ind Renewal
Total Fee	\$	Yes	Late Fee	Yes <input type="checkbox"/> No <input type="checkbox"/>



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## Painting contractor (individual)

Ensure all parts of this application are completed and all necessary supporting documents are attached. You must submit a completed form, supporting documents and payment by your registration expiry date. Incomplete applications will not be processed.

OFFICE  
USE

### Personal details

CONDITION

Registration No.	Expiry date		
Salutation	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms <input type="checkbox"/> Other please specify
Family name			
First name			
Other name(s)	Date of birth		

**Principal place of business address** – required for publication on the register. It cannot be a post office box number.

Street			
Suburb	State	Postcode	

**Address for service** – required for the purpose of serving documents. It cannot be a post office box number.  As above

Street			
Suburb	State	Postcode	

**Postal address** – address for correspondence from the Department.  As above

Street or PO Box			
Suburb	State	Postcode	

**Contact details** – email address required for courtesy renewal reminders and other notifications. Mobile required for important notifications via SMS.

Phone (home)	Phone (work)		
Phone (mobile)	Email		

**MANAGEMENT AND SUPERVISION**

You are required to have arrangements in place to ensure painting services carried out will be managed and supervised in a proficient manner.

OFFICE  
USE

- 1 Can you confirm you have sufficient management and supervision arrangements in place?  Confirmed  Not confirmed

**INELIGIBLE PERSON**

If you are currently an ineligible person, your registration cannot be renewed. The State Administrative Tribunal will have informed you if you have been declared an "ineligible person".

- 2 Are you currently declared an ineligible person by the State Administrative Tribunal?  Yes  No

**FINANCIAL PROBITY**

If you have experienced an insolvency event, you may be required to provide further information about this event in relation to the Building Services Board's power to declare a person an excluded contractor. You will be contacted by the Department if further information is required.

- 3 Have you experienced an insolvency event\* in the last five years?  Yes  No

*\*An insolvency event for an individual (officer) includes bankruptcy, Part IX (Debt Agreements), Part X (Personal Insolvency Agreement) or cancellation by the State Administrative Tribunal on financial grounds.*

If you answered 'yes' above, identify your current status:

Still bankrupt  Discharged Date discharged: / /

**FINANCIAL CAPACITY**

You are required to satisfy the financial requirements.

- 4 Do you have the capacity to meet your debts as and when they fall due?  Yes  No

**BUILDING SERVICE DEBT**

If you have a building service debt that has not been paid in full within the specified period (or is not subject to a payment arrangement, or proceedings have not commenced for an appeal or review) your registration cannot be renewed.

- 5 Do you have any outstanding debts for which judgement has been entered in a court of competent jurisdiction (e.g. Magistrates, District, Federal Court) in connection with a contract for a building service or for the supply of goods or services for a building service?  Yes  No

- 6 Do you have any outstanding adjudicated amounts that are payable under the *Building and Construction Industry (Security of Payment) Act 2021* or the *Construction Contracts (Former Provisions) Act 2004*?  Yes  No

## YOUR PRACTITIONER REGISTRATION

As an individual painting contractor you must also be registered as a painting practitioner.

- 7 State your practitioner registration number:
- \_\_\_\_\_  
Registration number

## DECLARATION BY APPLICANT

### False and misleading information

Section 99 of the *Building Services (Registration) Act 2011* provides for penalties of up to \$25,000 where a person makes a false or misleading statement or provides false or misleading information or particulars as part of an application for registration or renewal of registration.

### Declaration

I, \_\_\_\_\_

Applicant's name (name of registered entity)

- 1 authorise the Building Services Board, the Department of Mines, Industry Regulation and Safety or persons acting on behalf of the Board or the Department to make enquiries considered necessary to assess this application. My general consent includes the specific consent to the acquisition of copies of my criminal records and credit reports. I agree that the Board can use any or all information received pursuant to this authority for the purposes of the assessment or audit of this application.
- 2 sincerely declare that this application is true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date