



# Renewal of registration

## Painting contractor (partnership)

Form 58

### Use of this form

This form is to be used by painters trading in partnership structures who are currently registered as contractors with the Building Services Board and are applying for their registrations to be renewed.

If you decide that your partnership no longer requires painting 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 does not permit 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*.

### Ineligible person

If a partner of your partnership is currently declared an ineligible person, the partnership's registration cannot be renewed.

### Excluded contractor

If your partnership is currently declared an excluded contractor (either temporarily or permanently), the partnership's registration cannot be renewed.

### Financial probity

If your partnership or one of its partners has experienced an insolvency event, further information regarding this event(s) 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 any partner has been a bankrupt in the last five years.

### Nominated supervisor

It is an offence under the *Building Services (Registration) Act 2011* for a painting contractor to carry out or undertake to carry out building services without a nominated supervisor.

If a painting contractor changes a nominated supervisor the contractor must give written notice to the Board within seven days of this change.

### Building service debt

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

### Registration expiry date

You must submit your form and supporting documents no later than the 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 Building Services 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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Form  
**58**

## Painting contractor (partnership)

### 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
- Contact details provided
- Questions 1 to 9 answered
- Nominated supervisor(s) details provided
- Declaration signed and dated
- Payment made

### 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

| Registration No: | Department Code | PC           | Chart Description | Paint Reg Fee cont Pship Renewal |
|------------------|-----------------|--------------|-------------------|----------------------------------|
| Total Fee        | \$              | Link Licence | Yes               | Late Fee                         |
|                  |                 |              |                   | Yes <input type="checkbox"/>     |
|                  |                 |              |                   | No <input type="checkbox"/>      |



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Form  
58

## Painting contractor (partnership)

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 the partnership's registration expiry date. Incomplete applications will not be processed.

OFFICE USE

### Partnership details

CONDITION

|                  |  |             |  |
|------------------|--|-------------|--|
| Registration     |  | Expiry date |  |
| Partnership name |  |             |  |
| Business name    |  | ABN         |  |

\*ABN of registered entity. Not another entity or trust.

**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 |

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

|                |  |                |  |
|----------------|--|----------------|--|
| Phone (office) |  | Phone (mobile) |  |
| Email          |  |                |  |

### Contact person for enquiries for this form

|                |  |       |  |
|----------------|--|-------|--|
| Name           |  |       |  |
| Phone (mobile) |  | Email |  |

**Partners' details** – for each partner provide name and date of birth.

| First Name | Family name | Date of Birth | OFFICE USE               |
|------------|-------------|---------------|--------------------------|
|            |             |               | <input type="checkbox"/> |
|            |             |               | <input type="checkbox"/> |
|            |             |               | <input type="checkbox"/> |



Attach a list if there is insufficient space above.

Attached

### MANAGEMENT AND SUPERVISION

The partnership is required to have arrangements in place to ensure painting services are managed and supervised in a proficient manner.

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

### INELIGIBLE PERSON

If a partner is currently an ineligible person, the partnership's registration cannot be renewed. The State Administrative Tribunal will have informed a partner if they have been declared an "ineligible person".

- 2 Is any partner (who is either an individual or an officer of the company which constitutes the partnership) currently declared an ineligible person by the State Administrative Tribunal?  Yes  No

### EXCLUDED CONTRACTOR

If the partnership is currently an excluded contractor, the partnership's registration cannot be renewed. The Building Services Board will have informed the partnership if it has been declared an "excluded contractor".

- 3 Is the partnership currently declared an excluded contractor by the Building Services Board?  Yes  No

### FINANCIAL PROBITY

If the partnership or any of its partners have experienced an insolvency event, you may be required to provide further information about this event(s) in relation to the Board's power to declare a person an excluded contractor. You will be contacted by the Department if further information is required.

- 4 Has any partner (who is either an individual or an officer of the company which constitutes the partnership) 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 the partner/officer's name and current status:

Still bankrupt

Discharged

Date discharged: / /

- 5 If a company constitutes the partnership, has the company experienced an  Yes  No

*^An insolvency event for a company includes appointment of an administrator, a Deed of Company Arrangement or appointment of a receiver or cancellation by the State Administrative Tribunal on financial grounds.*

If you answered 'yes' to above, identify the external administrator's current status:

- Still appointed  Retired Date retired: / /

- 6 If a company constitutes the partnership, has any officer of the company been a director or company secretary of a company(s) within two years of that company(s) experiencing an insolvency event^ in the last five years?  Yes  No

If you answered "Yes" above, provide the following details:

| Company name | ACN | Full name of officer |
|--------------|-----|----------------------|
|              |     |                      |
|              |     |                      |
|              |     |                      |
|              |     |                      |

- 



Attach a list if there is insufficient space above.

- Attached

**FINANCIAL CAPACITY**

The partnership and its partners must not be an insolvent. If the partnership or any of its partners have previously been insolvent, the partnership must have the capacity to meet debts as and when they fall due.

- 7 Do the partners have the capacity to meet their debts as and when they fall due?  Yes  No

**BUILDING SERVICE DEBT**

If the partnership has 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), its registration cannot be renewed.


- 8 Does the partnership 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

- 9 Does the 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

**NOMINATED SUPERVISOR**

The partnership is required to have at least one nominated supervisor who is a registered practitioner. List all the partnership's nominated supervisor(s) below.

| First name | Family name | Registration No. | Current nominated supervisor?                            | OFFICE USE               |
|------------|-------------|------------------|--|--------------------------|
|            |             |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> |
|            |             |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> |
|            |             |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> |

 Attach a list if the partnership has more than three nominated supervisors.  Attached

**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.

**Information for document execution**

This document is to be executed on behalf of the partnership by a person authorised by the partnership.

**Declaration**

I/we hereby authorises 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 the criminal records and credit reports of the partnership and its partners. 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.

Executed for and on behalf of:

\_\_\_\_\_  
Applicant's name (name of registered entity)

\_\_\_\_\_  
Signature of applicant partner/director of partner (if applicable)  
For and on behalf of the partnership  
Delete if not applicable

\_\_\_\_\_  
Signature of partner/director of partner (if applicable) or  
Signature of company secretary (being sole director/secretary of the company, if applicable)  
For and on behalf of the partnership  
Delete if not applicable

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date