

Form 84: Request for replacement Registration certificate

Use of this form

This form is to be used by registered builders to request a replacement Registration certificate.

You must submit this form in person, 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.

Or you can submit through email to be.licensingenquiries.wa.gov.au and a licensing officer will contact you for payment details.
Please visit [Building and Energy Fee Schedules](#) to find details on current fee's and charges.

Registration details

Company/Partnership Registration Certificate Yes No Registration number: _____
Individual Registration Certificate Yes No

Individual registered builder details

Family name: _____ First name: _____

Other name(s): _____ Date of birth: ____/____/____

Street address: _____

Suburb: _____ State: _____ Postcode: _____

Contact details

Phone (home): _____ Phone (work): _____ Phone (mobile):* _____ Email:* _____

Registered building company/partnership details

Registered entity name: _____

Street address: _____

Suburb: _____ State: _____ Postcode: _____

Contact details

Phone (home): _____ Phone (work): _____ Phone (mobile):* _____ Email:* _____

Reason for replacement

Reason for replacement

Please provide a description of the circumstances in which the registration certificate was lost, stolen or damaged

<input type="checkbox"/> Lost	<input type="checkbox"/> Stolen	<input type="checkbox"/> Damaged	<input type="checkbox"/> Change of name* <small>* Please include evidence of any name change</small>
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Declaration

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. By signing this application form, you are declaring that the information you have provided in support of your application is true and correct.

Individual

Full legal name

Signature:

Date:

Director of company/ partner of partnership

Full legal name (at least one director/partner must complete and sign declaration)

Signature:

Date: