

Use of this Form

This form is to be used when a registered person or licensed corporation is seeking to carry on the practice of architecture under any name other than the name recorded in the register (ie: use a trading name).

The application fee for a name approval is \$175 (GST free). Please complete either the Natural Person or Corporation section as applicable.

Natural Person

Full Name

Trading Name

Architects Board of WA Registration Number

Address:

_____ Postcode _____

Contact Phone Number

Contact Email

Signature

Corporation

Corporation Name

Trading Name

ACN

Architects Board of WA Licence Number

Address:

_____ Postcode _____

Contact Name

Contact Phone Number

Contact Email

Signature of Authorised Person (Director)



Business Name Registration

Has the name been reserved or registered with ASIC?

- Yes No

Professional Indemnity Insurance

Professional indemnity insurance is required for practising architects and corporations. You must provide a copy of the certificate of currency showing the amount (minimum \$1,000,000) and period of cover.

Supporting Documentation Required

Please attach the following documents to this application form:

- Copy of ASIC Certificate of Registration of a Business Name; and
- Copy of professional indemnity insurance certificate of currency.

Website

Your contact details can be made available via the "Search Register" function on the homepage of the Board's website.

- I would like my address, work phone number and email address to be made available on the Board's website.

Submission of Application

This application form and supporting documents can be provided to the Board in hard copy or by email.

Payment

Fees can be paid using one of the following methods:

Cheque

Send cheque made payable to the Architects Board of WA.

Credit Card

- Visa Mastercard

Card Number

Expiry Date

Name on Card

\$175

Amount Payable

Cardholder's Signature

Date

Cardholder's Daytime Phone Number

In Person

Credit card and eftpos payments can be made at the Board office between 9am and 4pm, Monday to Friday.

