

# Notice of Intention to Practise in Western Australia under Automatic Mutual Recognition Form.14

Architects Board of Western Australia

12 July 2022

## Use of this Form

This form is to be used by people who are currently registered as an architect in another State or Territory of Australia (besides Queensland (QLD)) and who wish to notify the Architects Board of Western Australia (Board) of their intention to practice in Western Australia (WA) under Automatic Mutual Recognition (AMR).

If you are currently registered in QLD or New Zealand (NZ) and wish to apply for registration as an architect in WA, please use **Form 02 – Application for Registration in WA under Mutual Recognition** which is available from the Board's website.

## Automatic Mutual Recognition

AMR allows individual architects to use their "home" State registration to work in participating Australian States and Territories without needing to apply for registration, or pay registration fees, in the second or "host" State/Territory. Your "home" State is defined as the State/Territory that is your principal place of residence or principal place of work. If these are two different places, you are able to nominate which one shall be your "home" State.

Only architects registered in Australia, and whose "home" State/Territory has adopted AMR can use AMR – an architect registered in NZ or other countries will not be able to rely on their registration from their country of origin to use AMR. Similarly, an architect from a State/Territory that has not adopted AMR will not be entitled to use AMR at this stage. As at 1 July 2022, QLD is the only Australian jurisdiction that has not adopted AMR.

To access AMR in WA, architects must use this form to notify the Board of their intention to practice in WA and hold appropriate professional indemnity insurance (PII). It is an offence to practice as an architect in WA when operating under the AMR scheme if you have not notified the Board of your intention to do so.

An architect's ability to work in WA under AMR will last indefinitely and does not need to be renewed, provided the architect continues to hold a valid registration from their "home" State/Territory. An architect working in WA under AMR will, however, need to provide the Board with evidence of appropriate PII on an annual basis.

If an architect ceases to be registered in their "home" State/Territory or becomes subject to disciplinary action in their "home" State/Territory (or any other State/Territory where they are practicing as an architect) then their ability to work in WA under AMR will also cease.

It is the responsibility of architects practicing in WA under AMR to be aware of, understand and ensure compliance with, the relevant laws in WA, including the *Architects Act 2004 (WA)* and the *Architects Regulations 2005 (WA)*.

## Professional Indemnity Insurance

PII is required for architects practising in WA under AMR, either as an individual or through your employer's policy. If you are obtaining your own PII, you must provide the Board with a copy of the certificate of currency for your policy. If you will be insured through your employer's PII policy, you must provide the Board with both a letter from your employer naming you as an insured employee and a copy of the certificate of currency for your employer's policy.

Note that the certificate of currency must show the period of cover and amount insured, with the minimum amount required being \$1,000,000.

## Limitations of the AMR Scheme

The MR Scheme only applies to individuals and not corporations. If you wish to license an architectural corporation in WA, please use **Form 06 – Application for Corporation Licence** (available from the Board's website).

Eligibility for the AMR scheme requires that architects have permanent residence outside of WA. If you move to WA on a permanent basis, you must apply for registration in WA. If you do not hold registration in another Australian State/Territory at the time of your application for registration, you should apply to the Board using **Form 01 – Application for Registration as an Architect**. If you do hold such registration, you can apply for registration in WA under Mutual Recognition using **Form 02 – Application for Registration in WA under Mutual Recognition**. All forms are available from the Board's website.

## Automatic Deemed Registration

Once this form has been submitted, the Board will check that all AMR requirements, including PII, have been met. Once this has been confirmed, the Board will provide you with a confirmation letter which will allow you to practice as an architect with automatic deemed registration (ADR) in WA. Your letter will contain your ADR number which will only be valid in WA.

## Change of Recorded Details

If there is any change to your recorded details, such as a change in name, contact details or PII cover, you must inform the Board. Please use **Form 08 – Notification of Change of Recorded Details** which is available from the Board's website.

You are also required to contact the Board if your circumstances change and you are no longer registered in your "home" State/Territory, or if your qualifications have been withdrawn, or cancelled.

## Privacy Laws and use of this Information

Information requested by the Board is strictly confidential. Only that information which is available for publication in the register may be provided to other registration authorities and to the public.

## Further Information

Please contact the Board if you require further information:

T. (08) 9287 9920

E. [compliance@architectsboard.org.au](mailto:compliance@architectsboard.org.au)  
[architectsboard.org.au](http://architectsboard.org.au)

## Personal Details

First Name(s) \_\_\_\_\_

Middle Name(s) \_\_\_\_\_

Surname \_\_\_\_\_

Date of Birth \_\_\_\_\_

Gender:  Female  Male

Address of Principal Place of Residence:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Name of Business or Employer \_\_\_\_\_

Address of Principal Place of Work:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Work Phone \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_

Proposed Place of Work in WA (if known) \_\_\_\_\_

Expected Duration of Work in WA (if known) \_\_\_\_\_

## Current Home State Registration

Please indicate the jurisdiction in which you currently hold "home" State registration as an architect:

- ACT
- NSW
- NT
- QLD
- SA
- TAS
- VIC

Please submit with your notification a certified copy of your current certificate of registration from your "home" State/Territory.

## Are You Eligible for AMR?

1. Are you subject to disciplinary proceedings (including any preliminary investigations or action that might lead to disciplinary proceedings) in relation to your registration as an architect in any of the jurisdictions where you hold registration?  
 Yes  No
2. Has your registration ever been cancelled or suspended due to disciplinary action in any of the jurisdictions where you hold registration?  
 Yes  No
3. Are you, in any way, personally prohibited or restricted from practising architecture in any of the jurisdictions where you hold registration?  
 Yes  No
4. Have any conditions been imposed on your existing registration as a result of disciplinary, civil or criminal proceedings in any of the jurisdictions where you hold registration?  
 Yes  No

If you have answered "Yes" to any of the above, please contact the Board prior to submitting this form as you may not be eligible for AMR.

## Supporting Documentation Required

Please attach the following documents to this form:

- Certified\* copy of driver's licence or passport;
- Certified\* copy of current certificate of registration from your "home" State/Territory;
- Copy of PII certificate of currency – either your own policy or a copy of your employer's policy, if you are to be insured through their policy;
- Copy of letter from your employer naming you as an insured employee (only required if you are to be insured through your employer's PII policy).

\* *Documents can be certified by a Justice of the Peace, architect, doctor, lawyer, pharmacist, bank manager or equivalent.*

## Declaration by Applicant

The following declaration must be signed in the presence of a person qualified to witness Statutory Declarations (eg: a Justice of the Peace, architect, doctor, lawyer etc...).

I,

\_\_\_\_\_  
Full Name of Applicant

sincerely declare that this notification is true and correct and I know that it is an offence to make a declaration knowing that it is false or misleading in a material particular.

I authorise the Board to make enquiries and exchange information with other registration authorities regarding my existing registration.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Declared at

## Witness

\_\_\_\_\_  
Full Name

\_\_\_\_\_  
Qualification

\_\_\_\_\_  
Signature

## Submission of Notification

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