

Application to replace an electrical licence

Use this form to replace an NT electrical licence in accordance with the *Electrical Safety Act 2022*.

For more information please visit the [NT WorkSafe website](#).

1. Licence details

Licence number	Expiry date (if known)	
Unrestricted Electrical Mechanic and Fitter <input type="checkbox"/>	Unrestricted Electrical Mechanic <input type="checkbox"/>	
Restricted – air-conditioning and refrigeration equipment work <input type="checkbox"/>	Apprentice Registration/Trainee permit <input type="checkbox"/>	
Restricted – disconnect and reconnect work (water heaters) <input type="checkbox"/>	Restricted – disconnect and reconnect work (basic electrical equipment) <input type="checkbox"/>	
Restricted – disconnect and reconnect work (self-propelled, high voltage earthmoving equipment) <input type="checkbox"/>	Restricted – disconnect and reconnect work (explosion protected equipment) <input type="checkbox"/>	
Restricted – electrical cable jointer work <input type="checkbox"/>	Restricted – domestic appliances and equipment work <input type="checkbox"/>	
Restricted – electrical line work (distribution) <input type="checkbox"/>	Restricted – electrical fitter work <input type="checkbox"/>	
Restricted – electronics and communication equipment work <input type="checkbox"/>	Restricted – electrical line work (transmission) <input type="checkbox"/>	
Restricted – gas equipment work <input type="checkbox"/>	Restricted – fire protection equipment work <input type="checkbox"/>	
Restricted – maritime operations work <input type="checkbox"/>	Restricted – instrumentation and process control equipment work <input type="checkbox"/>	
Restricted – water plumbing equipment work <input type="checkbox"/>	Restricted – specialised commercial and industrial equipment work <input type="checkbox"/>	
Select the applicable contractor licence type below.		
Sole trader <input type="checkbox"/>	Company/partnership <input type="checkbox"/>	In-house <input type="checkbox"/>

2. Applicant details

Surname	Date of birth	
Given name/s		
Business name (if applicable)		
Residential address		
Suburb	State	Postcode
Is your postal address the same as above? If no, complete below.		
Postal address		
Suburb	State	Postcode

3. Contact details

Phone number	Mobile number
Email address	
*All correspondence is sent out via email; it is important that you provide a valid email address when applying.	

4. Reason for replacement

Lost <input type="checkbox"/>	Stolen <input type="checkbox"/>	Destroyed <input type="checkbox"/>
Describe how the licence was lost, stolen or destroyed.		

5. Proof of identity (ID)

The applicant **must attach** the following:

- One primary and one secondary documents.

ID must include at least one type of primary ID that contains the applicants name and date of birth. If you are unable to provide the required documents, please contact NT WorkSafe on 1800 019 115.

We will verify your identity against existing government records using the ID Match Document Verification Service. This service encrypts your information during verification. You can find out more about the service on the ID Match website - <https://www.idmatch.gov.au>

Consent for document verification

I confirm that I am authorised to provide the personal details presented and I consent to the document details I've provided as evidence of identity to be checked with the relevant government agency via the Document Verification Service.

Yes No

Primary document	Select
Australian passport (note: passports are still valid for 2 years after expiry, unless cancelled)	<input type="checkbox"/>
Australian drivers licence	<input type="checkbox"/>
Licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo i.e HRWL licence, working with children's card etc	<input type="checkbox"/>
Proof of Age Card issued by an Australian State or Territory	<input type="checkbox"/>
Identity document issued by an Aboriginal Land Council that has your photograph	<input type="checkbox"/>
Secondary document	Select
Photo ID card showing you are a Commonwealth, State or Territory Government employee	<input type="checkbox"/>
Australian birth certificate/card	<input type="checkbox"/>
Australian citizenship certificate	<input type="checkbox"/>
Medicare, centrelink or health care card	<input type="checkbox"/>
Council rates notice with your name and current residential address	<input type="checkbox"/>
Utilities notice with your name and current residential address	<input type="checkbox"/>
Foreign drivers licence	<input type="checkbox"/>

6. Applicant declaration

I, (full name)			
Of (address)			
Solemnly and sincerely declare that:			
<ul style="list-style-type: none"> All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the <i>Oaths, Affidavits and Declarations Act 2010</i>; and I have read and understood the information contained in this application and associated guidelines; and I know that it is an offence to make a declaration that is false in any material particular. 			
This declaration is made at (location)		on (date)	
Applicant signature			
Note: Under the <i>Oaths, Affidavits and Declarations Act 2010</i> a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.			

Supporting documents checklist

Prescribed application fee.	<input type="checkbox"/>
Signed and completed declaration.	<input type="checkbox"/>
Proof of identity (ID) documents attached.	<input type="checkbox"/>
CONTRACTOR and IN-HOUSE only – electrical workers register attached.	<input type="checkbox"/>

Privacy statement

The Electrical Safety Regulator and the Northern Territory Government respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the *Northern Territory Information Act 2002*.

You have been asked to provide personal information necessary for us to meet your application requirements. You do not have to provide your personal information but if you choose not to, this application will be incomplete, and we will be unable to process it.

The information you provide will be accessible to NT WorkSafe and the Territory Business Centre and will only be used to provide a department service or program. We will not disclose your personal information to third parties unless, authorised or required by law to do so, or you have given us consent to share your personal information for a specific purpose.

You may request access to the personal information we hold about you. If you want more information about the Northern Territory's privacy laws, please refer to the *Northern Territory Information Act 2002*, or the Office of the Information Commissioner NT.

Lodgement

Complete applications can be lodged in person, email or via post at a Territory Business Centre below.		
Darwin	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah	
Katherine	Big Rivers Government Centre, 5 First Street	
Tennant Creek	Barkly Business Hub, 63 Haddock Street	
Alice Springs	Ground Floor, The Green Well Building, 50 Bath Street	
1800 193 111	territorybusinesscentre@nt.gov.au	GPO Box 9800 Darwin NT 0801

Payment details

A fee is payable on lodgement of this application form. Payment can be made by:

- Cash (in person only); or
- Cheque (made out to Receiver of Territory Monies); or
- Credit card (Visa or MasterCard accepted in person or over the phone). Note: A staff member from the Territory Business Centre will contact you via phone for payment.

