

**INFORMATION REGARDING THIS FORM**
**Governing Legislation: *Plumbing and Drainage Act 2018, section 33.***

This is the approved form to apply to restore a licence.

You do not need to complete the statutory declaration on page 3 unless you are retired and do not intend to carry out plumbing or drainage work for payment after the licence is restored.

**RETURN YOUR COMPLETED FORM AND ALL REQUIREMENTS BY:**

 Post: GPO Box 5099 Brisbane QLD 4001.  
 In person: QBCC service centres are listed on our website [qbcc.qld.gov.au](http://qbcc.qld.gov.au).

**COMPLETING THIS FORM**

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – any amendment should be crossed out and initialled

**1. LICENSEE DETAILS**

 Title  Mr  Mrs  Miss  Ms  Other

Surname

First names

D D M M Y Y Y Y

ABN

DOB

Postal Address

State

Postcode

 Business Address  
 (This cannot be a PO Box)

State

Postcode

Home Address

State

Postcode

Work phone

 Home  
phone

Mobile

Email

**2. PROOF OF IDENTITY**

I have attached a certified copy of photo identification (e.g. driver's licence or passport):

Yes

<b>OFFICE ONLY</b>	CRN:	Licence No:	Container:
	Receipt No:	Receipt Amount: \$	
	Assignee:	Received by:	

**3. RESTORATION DETAILS**

**WARNING: AN APPLICATION TO RESTORE A LICENCE MUST BE MADE WITHIN 1 YEAR AFTER THE LICENCE EXPIRED.**

The licence is to be restored for –

1 Year     
  2 Years     
  3 Years     
  4 Years     
  5 Years

I am retired and don't intend on carrying out work for payment  Yes

If you are retired and do not intend to carry out plumbing or drainage work for payment after the licence is restored, you must complete the statutory declaration on page 3.

**4. PAYMENT OPTIONS**

Remember to include the administration fee for the financial year.  
Refer to the fee schedule on the QBCC Website.



I will pay at a QBCC office when returning this form in person     
  Cheque or money order payable to Queensland Building and Construction Commission.     
  Credit card

Name of Card Holder

Credit card number

Expiry Date  /

Total Amount \$

**WARNING: KNOWINGLY PROVIDING FALSE OR MISLEADING INFORMATION MAY LEAD TO PROSECUTION FOR AN OFFENCE AND/OR REVIEW AND POSSIBLE CANCELLATION OF A LICENCE.**

**5. DECLARATION**

I declare that the information in this application are true and correct

Name of person providing the declaration

Signature

Date  /  /

**PRIVACY NOTICE:** The QBCC is collecting information on this form under the *Plumbing and Drainage Act 2018*. It may be used for a number of purposes, including administering and ensuring compliance with the legislation. Please refer to the Privacy Policy on our website for full use and disclosure details. The information may also be subject to application for access under the *Right to Information Act 2009* and the *Information Privacy Act 2009*.

