

COMPLETING THIS FORM

1. **Submitting your form by email? Download this PDF and open in a PDF reader** to fill out on-screen and sign with an e-signature. Save this file in your personal records and email it to the QBCC.
2. **Printing a hard copy to submit in person or by post?** Fill out using BLACK pen only, print clearly in BLOCK LETTERS and DO NOT use correction fluid. Cross out mistakes and initial any amendments.

PREFERRED METHOD TO SUBMIT YOUR FORM

 **Email:** licence.applications@qbcc.qld.gov.au

OTHER WAYS TO SUBMIT YOUR FORM

In person: At any [QBCC Customer Service Centre](#)

Post: GPO Box 5099, BRISBANE QLD 4001

PLEASE PROVIDE THE FOLLOWING



Photo identification, proof of work eligibility and declarations



Technical qualifications



Occupationally licensed supervisors complete the experience record section



Review checklist and ensure all documents are provided



Complete payment section and submit application form



Pay online or over the phone – the QBCC will send an email to request payment after you submit your form by email or post.



Pay in person – visit a QBCC Customer Service Centre and use either bank keycard, Mastercard or Visa card to make a payment at the front counter.



Your application CANNOT proceed to assessment until all required documents and payments have been received and accepted.

If information is missing or incomplete, your application **will be delayed**.

THE QBCC WILL



Review your application



Assess your knowledge and experience



Request further information including payment details if required




Make a decision on your application



Notify you of the outcome

CHECKLIST

Review and complete this checklist before submitting your licence application. It will help ensure you have provided all the required information.


Your application CANNOT proceed to assessment until all required documents have been received and accepted and all fees paid. If information is missing or incomplete, the assessment of your application will be delayed. Do not send original documents as they will not be returned. Copies should be provided instead.

Place a tick ✓ in each box as you complete the item.

SECTION 1 – PERSONAL DETAILS – page 3

The contact details you provide on this form will be used to communicate with you.

Providing incorrect personal information may affect our ability to contact you and could delay your application.

I have provided all my **personal details** (including my full name, phone contact number and email address).

I have provided all **address details** (including my postal, business and home addresses).

I have read the **declaration** and **signed the form**.

Only for current or previous QBCC licence holders

I have provided my **QBCC licence number**.

SECTION 2 – WORK ELIGIBILITY – page 4

PLEASE NOTE: If you are not an Australian citizen or permanent resident, or do not have a current visa allowing you to work in Australia, you are not able to apply for a licence.

Only if you are working in Australia under a current visa

I have provided a copy of my **current passport or ImmiCard**, clearly showing the **document number** and any relevant conditions that apply.

I have provided a copy of my **current visa** and any other **work eligibility documentation**.

SECTION 3 – PROOF OF IDENTITY – page 5

Only if you have ever changed your legal name

I have provided a copy of any available **official proof of name change documents**.

If submission by email

I have attached a **valid and current digital PDF** of my photo identification from the Queensland Digital Licence app, **and** I have attached a **photo of my secondary identity document**.

OR I have attached a **photo of the front and back of my photo identification, secondary identity documents** and a digital **JPEG file of my passport photo**.

If submission by visiting a QBCC Service Centre or by post

I have attached a **valid and current copy of the front and back of my photo identification** and secondary identity documents.

I have provided **one colour passport-size photo, which is less than 6 months old**. I have attached the photo to this form in the box indicated.

SECTION 4 – LICENCE TYPE AND CLASSES – page 8

I have ticked the **licence type and licence classes** that I wish to apply for.

SECTION 5 - TECHNICAL QUALIFICATIONS – page 9

PLEASE NOTE: If copies of any of the documents required to meet your technical qualifications are not provided, the processing of your application will be delayed until they are received.

I have reviewed the **Technical Qualifications for Plumbing and Drainage Licences** document on the QBCC website to understand the current technical qualifications for the licence classes I am applying for.

I have provided a copy of my **technical qualifications, including the transcript listing units completed**, that are relevant to each licence class I am applying for.

SECTION 6 – INTERSTATE AND NEW ZEALAND LICENCES – page 10

I have **answered the questions** relating to whether I hold, or have held, any interstate or New Zealand licences.

Only if you currently hold, or have held, a licence to carry out plumbing and drainage work in another Australian state, territory or New Zealand.

I have provided **details of all my interstate or New Zealand licences** and have attached additional documentation to my application to provide these details where required.

Where these **licences are, or have been, suspended or cancelled**, I have attached copies of any decisions or proceedings documents.

SECTION 7 – APPLICANTS WITH OVERSEAS QUALIFICATIONS – page 11

Only if you hold a technical qualification in plumbing and/or drainage work in another country

I have provided a copy of my **overseas technical qualifications, including any apprenticeship documentation**.

I have provided a **report from relevant referees detailing my practical experience working in the plumbing and drainage industry in Australia or overseas**.

I have provided a **resume outlining my experience practising the plumbing and drainage trade**.

SECTION 8 - EXPERIENCE RECORD – page 12

I have attached a **completed and signed experience record from each of my supervising licensees** to demonstrate a total of 12 months' licensed experience.

SECTION 9 – PAYMENT OF FEES – page 17

I have reviewed the **application fees schedule** and identified the **total amount payable**.

I understand the **payment option** I will use when submitting my application.

I am aware that if my application is not successful, **the application fee is non-refundable**.

1. PERSONAL DETAILS - PAGE 1 OF 2
PRIVACY NOTICE - PLEASE READ

The QBCC is collecting personal information on this form to determine whether you are entitled to a licence, and if so, to maintain your licence. This is authorised by the *Plumbing and Drainage Act 2018* (P&D Act). The QBCC will not be able to process the application if all or some of the information is not provided.

We may also use your email address to contact you about research and engagement activities for the purpose of improving our services (which you will be able to opt-out of receiving), as well as educational activities.

The QBCC is required by the P&D Act to publish licensee information in a Plumbing and Drainage Licensee Register on the QBCC website (qbcc.build/occ-pd-search). This includes licensee name and licence details. This information may also be published on the Queensland Government Open Data Portal.

The QBCC may also be required by law to provide licensing information to other interstate or New Zealand licensing bodies for regulatory or enforcement purposes. Your personal information will only otherwise be disclosed with your consent or as required or authorised by law.

Visit the QBCC Privacy Policy (qbcc.build/privacy-info) for more information.

Title Mr Mrs Miss Ms Other

Family name

Given names

Date of birth

D	D
<input type="text"/>	<input type="text"/>

 /

M	M
<input type="text"/>	<input type="text"/>

 /

Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

LICENCE DETAILS *Tick only one option*

I have never held a QBCC licence

I currently hold or have previously held a QBCC licence and my licence number is

PHONE AND EMAIL **Applicants are required to complete all phone number and email detail fields**

Business phone

Home phone

Mobile phone

Email

ADDRESS
BUSINESS ADDRESS
Applicants are required to complete all business address fields

- Your business address must be a physical address.
- PO Box or post office addresses are not acceptable for business addresses.

Business address

Suburb

State

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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HOME AND POSTAL ADDRESSES **Applicants are required to complete all home and postal address fields**

Home address

Suburb

State

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Postal address

Suburb

State

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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OFFICE USE ONLY	CRN	<input type="text"/>	Receipt amount	\$	<input type="text"/>	Reference no.	<input type="text"/>
	Receipt no.	<input type="text"/>	Received by		<input type="text"/>		

1. PERSONAL DETAILS – PAGE 2 OF 2


MUTUAL RECOGNITION ELIGIBILITY

Do you hold a **current licence** in another **Australian state or territory** or **New Zealand** for the type of work you are applying for in Queensland? Yes No

Ticked YES? You may be eligible to apply for your licence using the Mutual Recognition process.

For more information, visit qbcc.build/mutual-rec.

DECLARATION AND SIGNATURE

 **WARNING: Providing false or misleading information may lead to your licence being refused and/or compliance and enforcement action.**

I declare that:

- the information I am providing in this application is true and correct
- I have read and understood the Privacy Notice and Warning included above
- by providing my email address, I agree to receive communications, including notices, updates, important information and legislative decisions, from the QBCC electronically. I understand that email will be the primary method of communication and it is my responsibility to ensure my contact details remain current. If I have any questions about email being the primary method of communication, I understand I can contact the QBCC.

I understand that by signing this form below, I am declaring that I have read and agree to the statements above.

Print full name


Applicant's signature

Date

D	D	/	M	M	/	Y	Y	Y	Y

Click to add digital signature, or print the form to sign by hand.

2. WORK ELIGIBILITY

 **STOP - If you are not an Australian Citizen or permanent resident, or do not have a current visa entitling you to work in Australia, you are not able to apply for a licence. More information can be found on the QBCC website at qbcc.build/overseas-applicants.**

WORK ELIGIBILITY

Which one applies to you?

I am an Australian citizen or a permanent resident.

OR

I hold a current visa under the *Migration Act 1958* entitling me to work in Australia.

OR

I am not an Australian citizen or permanent resident, nor do I hold a current visa under the *Migration Act 1958* entitling me to work in Australia.

VISA HOLDERS ONLY -  *Attach relevant documents*

I have provided a **copy of my current passport** or **ImmiCard**, clearly showing the **document number**, AND


I have provided a copy of my **current visa** and **any other work eligibility documentation** entitling me to work in Australia, clearly showing the document number and any relevant conditions.

3. PROOF OF IDENTITY – ALL APPLICANTS

All applicants are required to supply **valid and current proof** of identification.

Place and country of birth (e.g. Brisbane, Australia)


Legal Name Change: have you been known by any other 'legal' names? Yes No


 **Ticked YES?** You must provide full details of all previous names you have been known by, including any relevant documentation (e.g. copy of proof of name change, marriage certificate etc.).

IDENTITY DOCUMENTS

You must provide **two forms of identity**, with at least one (1) being a primary document that includes a photo. No certification of documents is required.

The address listed on each document must match.

 When submitting your application by email, add documents as attachments.

 **DO NOT** provide online links to documents, as they cannot be viewed and will delay processing.

PRIMARY IDENTITY – Choose *ONE* document below to attach to your application.

Primary documents must include a photo of the applicant.

Driver licence

Queensland Digital Licence App PDF

OR

Photos of the front and back of the card

Passport (any nationality)

Other government-issued photo identity



To learn more about using the **Queensland Digital Licence app**, visit: qbcc.build/guide-digital-licence.

Examples of other government-issued photo identity

- Australian Proof-of-Age or Photo Identification Card (issued by any state or territory)
- Government-issued Employee ID with photo
- Government-issued Working With Children / Blue Card / Authority Cards (where photo included)
- Tertiary or recognised education institution photo ID (government-issued)
- Government-issued professional licence with photo e.g., security licence, high-risk work licence

SECONDARY IDENTITY – Choose *ONE* document below to attach to your application.

Secondary documents must be valid, current and show your name. They do not need to include a photo.

Medicare card

Utility bill (address only)

Rates notice

Employment ID or letter

Government concession card

Lease agreement

Student ID

PHOTO IDENTIFICATION

Occupational plumbers and drainers have the **option** to include a passport-size photo on their licence card.

Would you like to include a passport-size photo on your licence card?

Yes – **Go to next page.**

No – Your licence card will be issued with a blank silhouette. **Go to Section 4**

SUBMITTING PROOF OF IDENTITY

The way you provide proof of identity depends on how the application is submitted.

See submission requirements on next page.

PHOTO IDENTIFICATION

Occupational plumbers and drainers have the **option** to include a photo on their licence card.

1. Have you previously provided the QBCC with a **passport-style photo of you that was taken within the last 10 years** that you consent to reuse for this application?

Yes No **If YES, go to Section 4**

2. Have you already attached a **valid and current digital PDF** of your photo identification from the Queensland Digital Licence app (qbcc.build/guide-digital-licence)?

Yes No **If YES, go to Section 4**

3. If you answered **NO** to both questions above:

You must attach a passport-style photo of yourself that meets requirements. Your photo will be **valid for 10 years** once it has been received by the QBCC.

If sending a digital photo by email

(see full list of requirements on next page):

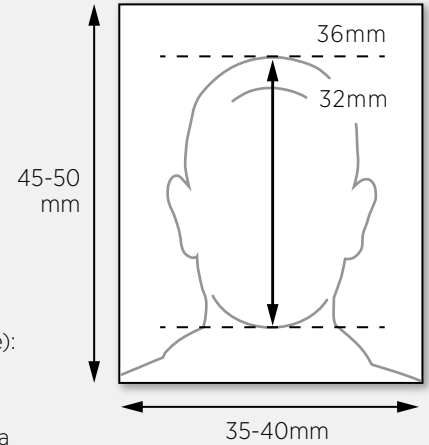
- The photo should be in digital JPEG format between 70 Kb and 3.5 Mb. The preferred resolution is 1200 x 1600 pixels.
- A scan of a photo or a photograph of a photo is **not acceptable**.

If submitting in person or by post

(see full list of requirements on next page):

- Attach one passport-size photo with a paper clip.
- A scan of a photo, or a photograph of a photo, is **not acceptable**.

IF SUBMITTING IN PERSON OR BY POST
ATTACH ONE PHOTO HERE WITH
A PAPER CLIP. DO NOT STAPLE.

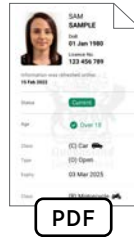


SUBMISSION OPTIONS

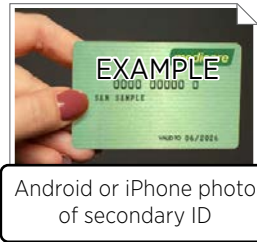
BY EMAIL

“I have a Queensland Digital Licence.”

1. PDF of your Qld Digital Licence identification.
2. Photos of your secondary identity cards or documents.

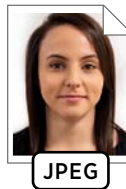


and



“I do not have a Queensland Digital Licence.”

1. A passport-style photograph in JPEG file format.
2. Photo of a valid primary identity document (Driver licence requires photos of front and back).
3. Photos of your secondary identity cards or documents.



and



and



Android or iPhone photos of primary ID (front and back)

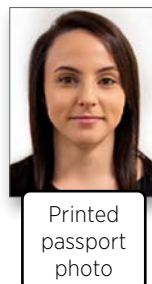
BY POST OR IN PERSON

“I will send my application by post.”

OR

“I will visit a QBCC Customer Service Centre.”

1. A professionally printed passport-style photograph, attached to this application.
2. Photocopy of a valid primary identity document (No certification is required) (Drivers licence requires photos of front and back).
3. Photocopies of your secondary identity documents.



and



PHOTO REQUIREMENTS

Similar to passports and driver licences, the QBCC requires a clear image to issue a photo ID.

The easiest way is to get your photo taken by a professional passport photo provider, such as Australia Post, who can provide a printed photo, or email you a digital JPEG photo. Alternatively, send us a digital copy of your Queensland driver licence.

Queensland digital licence holders

Verifying your identity and sharing your digital photo (e.g. from your proof of age, driver, marine or QBCC licence), on the Queensland Digital Licence app is a quick, no-cost alternative to the manual verification process.

It's as simple as sending the PDF copy of your licence details from the Qld Digital Licence app to us with your QBCC licence application.

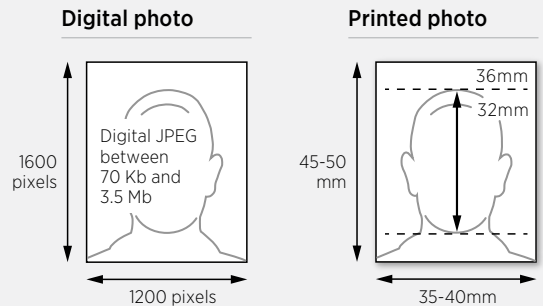
PHOTO SIZE AND QUALITY REQUIREMENTS

If sending a digital photo by email

- the photo should be in digital **JPEG format** between 70 Kb and 3.5 Mb
- the **preferred resolution** is 1200 x 1600 pixels.

If attaching a printed photo

- attach one good quality colour print
- it must be less than six months old
- photo size must be 35mm to 40mm wide and 45mm to 50mm high
- the size of the face from chin to crown can be up to a maximum of 36mm, with a minimum of 32mm.



A scan of a photo or a photograph of a photo is **not acceptable**.

More information about photo requirements for your passport-style photos are listed at the QBCC website qbcc.build/passport-size-photos.

SUBJECT

Factors that make a photo acceptable:

- eyes are open and clearly visible
- face is centred and looking directly at the camera with no side profiles
- facial expression is neutral (not smiling, laughing or frowning)
- hair is off the edges of your face
- no glasses, hats or objects obstructing view of the face (from your chin to your forehead and on either side)
- if applicable - head coverings should be plain and still allow the edges of your face to be clearly visible
- even lighting on your face
- background is plain white or light grey
- do not overexpose the image, features must be clear and distinguishable at a glance
- final image must be true likeness of the subject
- no retouching or filters of photos permitted.

EXAMPLES OF UNACCEPTABLE PHOTOS

PLEASE NOTE: The following examples regarding subjects and imagery will not be accepted.

This section contains seven individual photo examples, each marked with a red 'X' in the top-left corner. Below each photo is a short text explanation of why it is unacceptable.
 1. A man with glasses. Text: 'No glasses.'
 2. A woman looking slightly to the side. Text: 'Head/chin must be up and directly looking into the camera.'
 3. A man with a shadow on his face. Text: 'Face and background must be shadow free.'
 4. A woman in profile. Text: 'No side profiles. Image should be taken front on.'
 5. A man wearing a yellow hard hat. Text: 'No hats or objects obstructing a clear view of the face.'
 6. A woman wearing a black hijab. Text: 'Head coverings must not obscure eyes or edges of the face.'
 7. A man with a very bright, washed-out face. Text: 'Do not overexpose the image. Features must be clear and distinguishable at a glance.'

4. LICENCE TYPE AND CLASSES

The licence you choose to apply for will depend on:

- the scope of work you will undertake
- your ability to demonstrate 12 months' supervised practical experience performing that scope of work
- whether you hold a relevant technical qualification.

More information about each licence type and class can be found on the QBCC website at qbcc.build/plumbing-drainage-licences.

LICENCE TYPE *Tick only one licence type:*

To hold an **occupational licence**, you must have an appropriate technical qualification – generally an Australian apprenticeship or Certificate III – and be able to demonstrate 12 months' practical experience in the scope of work for the licence class you are applying for.

If you possess either the relevant technical qualification, or the 12 months' practical experience, but not both, you may be eligible for a **provisional licence**.

Occupational Allows you to personally perform or supervise work within the scope of your licence class.

OR

Provisional Allows you to work lawfully in the industry and gain the required practical experience to eventually work without supervision. You must work under the supervision of a person who holds an occupational licence to carryout the work. A provisional licence is granted for one (1) year and cannot be renewed.

APPLYING FOR A PROVISIONAL LICENCE? *Tick the scenario that applies to you.*

I have the required technical qualification, but I do not believe I have the practical experience required.

I do not have the required technical qualification, but I **believe I have sufficient practical experience** to carry out the work under the supervision of a licensed plumber and/or drainer.



Attach copies of any technical qualifications you have and details of any relevant practical experience in plumbing and/or drainage to support your application.

LICENCE CLASS

Tick a box to indicate which licence classes you are applying for:

Plumber

Drainer

Combined Plumber AND Drainer

5. TECHNICAL QUALIFICATIONS – PAGE 1 OF 2



A copy of your relevant technical qualification must be provided. These documents do not require certification.

BEFORE you lodge your application form, check the Technical Qualifications for Plumbing and Drainage licences document available on the QBCC website at qbcc.build/occ-pd-tech-quals for the current minimum technical and experience requirements for each licence class.

Tick the box to indicate which qualification you hold. You must provide at least one technical qualification for each licence class you are applying for.

If your technical qualification does not appear in the list below and you believe it may be relevant, please tick the box marked 'Other' and attach a copy to your application.

If you are applying for a **combined Plumber and Drainer licence**, provide a technical qualification for each licence class.

PLUMBER LICENCE

Plumbing qualifications

- (a) A plumbing apprenticeship completed in an Australian jurisdiction, and a Certificate III in Plumbing CPC32420 with the competencies provided in Appendix A of the Technical Qualifications booklet
- (b) A plumbing apprenticeship completed in an Australian jurisdiction, and one of the following qualifications:
 - (i) Certificate III in Plumbing CPC32413
 - (ii) Certificate III in Plumbing CPC32412
 - (iii) Certificate III in Plumbing CPC32411
 - (iv) Certificate III in Plumbing CPC32408
- (c) A plumbing apprenticeship completed in an Australian jurisdiction, and a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420
- (d) A plumbing apprenticeship completed outside an Australian jurisdiction, and a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420
- (e) A plumbing apprenticeship completed outside an Australian jurisdiction, and a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420 because the applicant has also successfully completed relevant gap training competencies recognised in the National Register on Vocational Education and Training (VET) in Australia
- (f) A Certificate III in Plumbing CPC32420 or a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420, that was not completed through an apprenticeship, provided the certificate or qualification excludes reliance on recognition of prior learning for any period where unlawful work (including work without the required licence) was carried out
- (g) A plumbing apprenticeship completed in an Australian jurisdiction, and a qualification in plumbing completed prior to 1 January 2011 if the applicant has also completed the following units of competency from the Certificate III in Plumbing CPC32420:
 - (i) CPCPCM2043 – Carry out WHS requirements
 - (ii) CPCCWHS2001 – Apply OHS requirements, policies and procedures in the construction industry; and
 - (iii) CPCPFS3038 – Test and maintain fire hydrant and hose reel installations
- (h) Other.

5. TECHNICAL QUALIFICATIONS – PAGE 2 OF 2

DRAINER LICENCE

Drainage qualifications

- (a) A Certificate II in Drainage CPC20720 completed other than through a recognition of prior learning process
- (b) A Certificate II in Drainage CPC20720 completed through a recognition of prior learning process provided the qualification (in whole or part) was not obtained through a recognition of prior learning process that relied on the applicant performing unlawful work (including work without the required licence)
- (c) A qualification, other than a qualification completed through a recognition of prior learning process, which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate II in Drainage CPC20720
- (d) A qualification completed in another country, completed other than through a recognition of prior learning or like process, which has been assessed and verified as at least equivalent to a Certificate II in Drainage CPC20720 because the applicant has also successfully completed relevant gap training competencies recognised in the National Register on Vocational Education and Training (VET) in Australia
- (e) A qualification listed above which has been completed through a recognition of prior learning process provided that the qualification was not obtained through a recognition of prior learning process that relied on the applicant performing unlawful work (including work without the required licence).

Plumbing and Drainage qualifications

- (f) A qualification for a plumber’s licence as listed in (a) to (f) under Plumbing qualifications on the previous page.
- (g) A plumbing apprenticeship completed in Australian jurisdiction, and a plumbing and drainage qualification completed prior to 1 January 2011 if the applicant has also completed the following units of competency from the Certificate III in Plumbing CPC32420:
 - (i) CPCPCM2043 – Carry out WHS requirements
 - (ii) CPCCWHS2001 – Apply OHS requirements, policies and procedures in the construction industry
- (h) Other.

6. INTERSTATE AND NEW ZEALAND LICENCES

Do you currently hold, or have you previously held, a licence permitting you to carry out plumbing or drainage work that was issued by another Australian state or territory, or New Zealand? Yes No

Ticked YES? Provide the following details for each licence you hold or held.

Issuing Australian state or territory, or New Zealand


NSW ACT VIC TAS SA WA NT NZ

Licence number Class of licence


Has the licence been cancelled or suspended (i.e. excluding voluntary cancellations and/or circumstances where your licence lapsed or was not renewed)? Yes No

Ticked YES? Provide the date licence was suspended or cancelled

D	D	/	M	M	/	Y	Y	Y	Y

-  If you have answered **YES** to any of the above questions, please provide copies of all relevant documentation including:
- copies of interstate or New Zealand licences
 - copies of any decisions or proceedings documents if your interstate or New Zealand licence has been suspended or cancelled.

Reason the licence was suspended or cancelled

 **Need to provide details of more than one licence?** Attach a document providing these details for each licence to your application.

7. APPLICANTS WITH OVERSEAS QUALIFICATIONS

Do you hold a technical qualification and have practical experience in plumbing and/or drainage work obtained in another country?

No – go to **section 8**.

Yes – please complete the section below.

In addition to the visa and identification requirements covered in section 2, applicants who hold a current licence for plumbing and/or drainage in another country will need to provide the following documentation along with this application form:

- copies of all overseas technical qualifications, including any apprenticeship documentation
- a report from relevant referees detailing your practical experience working in the plumbing and drainage industry in Australia or overseas
- a resumé outlining your experience practising the plumbing and drainage trade.

As part of the licence assessment process, you may also need to undergo a **written, oral or practical examination** at a reasonable location to assess your ability to **competently practise the plumbing and drainage trade**. QBCC will contact you directly if this needs to occur.

CURRENT OVERSEAS LICENCES

Provide details of the licences you currently hold in the table below

Currently held licences	Licensing authority	Country	Licence number	Expiry date
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DOCUMENTATION TO SUPPORT APPLICATION



I have attached the following documentation to support my application:

A copy of my overseas technical qualifications, including any apprenticeship documentation

A report from relevant referees detailing your practical experience working in the plumbing and drainage industry in Australia or overseas

A resumé outlining my experience practising the plumbing and drainage trade.

8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 2 OF 5

Please complete **Parts 1 and 2 for plumbing experience** and **Part 3 for drainage experience**.
Fields marked with an asterisk (*) are mandatory.

PART 1 - WATER PLUMBING - SUPERVISOR TO COMPLETE

Please describe the plumbing work that the applicant performed under your supervision and indicate the period and/or frequency the work was performed. To assist you in completing the form, you may opt to tick the items of work you supervised below.

Commencement of supervised period:

M	M
<input type="text"/>	<input type="text"/>

 /

Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

 Completion of supervised period:

M	M
<input type="text"/>	<input type="text"/>

 /

Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

***Details of work performed within these dates**

A) Installing water supply pipes (please select all that apply)

- Steel pipework
- Copper pipework
- UPVC pipework
- Polyethylene pipework

How often was the applicant onsite during the project?

- Daily
- Weekly
- Fortnightly
- Monthly
- Other

B) Using fabricating, welding and joining methods (please select all that apply)

- Fabricating and welding polymer pipework
- Compression joining
- Press-fit joining
- Performing oxy-Acetylene braising
- Crimping joining
- Push-fit joining

How often was the applicant onsite during the project?

- Daily
- Weekly
- Fortnightly
- Monthly
- Other

C) Installing and commissioning fittings, fixtures, devices and apparatus (please select all that apply)

- Fixtures
- Testable and non-testable backflow prevention devices
- Electric resistance and gas hot water heaters
- Temperature control valves including tempering valves and thermostatic mixing valves

How often was the applicant onsite during the project?

- Daily
- Weekly
- Fortnightly
- Monthly
- Other

8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 3 OF 5

PART 1 - WATER PLUMBING - SUPERVISOR TO COMPLETE

D) Installing, maintaining, and testing fire hydrants, fire hose reels, and pump sets (please select all that apply)

Fire hydrants Fire hose reels Pump sets

How often was the applicant onsite during the project?

Daily Weekly Fortnightly Monthly Other

E) Other water plumbing work (please select all that apply)

Collecting and storing drinking water Connecting irrigation systems to water supply
 Installing non-drinking water services, including recycled and reclaimed water services

How often was the applicant onsite during the project?

Daily Weekly Fortnightly Monthly Other

PART 2 - SANITARY PLUMBING – SUPERVISOR TO COMPLETE

Please describe the plumbing work that the applicant performed under your supervision and indicate the period and/or frequency the work was performed. To assist you in completing the form, you may opt to tick the items of work you supervised below.

Commencement of supervised period

M	M	/	Y	Y	Y	Y

Completion of supervised period

M	M	/	Y	Y	Y	Y

***Details of work performed within these dates**

A) Fabricating, installing, and commissioning sanitary plumbing pipework (please select all that apply)

UPVC pipework Copper pipework High-density polyethylene pipework

How often was the applicant onsite during the project?

Daily Weekly Fortnightly Monthly Other

B) Installing sanitary plumbing systems (please select all that apply)

Elevated pipework using drainage principles Single stack system Single stack modified system
 Fully vented system Fully vented modified system Reduced velocity aerated stack system

How often was the applicant onsite during the project?

Daily Weekly Fortnightly Monthly Other

8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 4 OF 5

PART 3 - DRAINAGE – SUPERVISOR TO COMPLETE

Please describe the plumbing work that the applicant performed under your supervision and indicate the period and/or frequency the work was performed. To assist you in completing the form you may opt to tick the work items of work you supervised below.

Commencement of supervised period

M	M	Y	Y	Y	Y

Completion of supervised period

M	M	Y	Y	Y	Y

***Details of work performed within these dates**

A) Installing drainage pipes (please select all that apply)

- UPVC pipework including solvent cement joints and elastomeric seal joints
- High-density polyethylene pipework
- Stainless steel pipework
- Concrete pipework
- ABS non-pressure pipework
- Deep trench shoring

How often was the applicant onsite during the project?

- Daily
 Weekly
 Fortnightly
 Monthly
 Other

B) Other work on sanitary drainage systems (please select all that apply)

- Installing below ground sanitary drainage systems
- Locating and clearing blockages in drainage systems
- Constructing and installing concrete anchor blocks for sanitary drainage
- Installing articulation in sanitary drainage systems
- Installing vacuum drainage systems

How often was the applicant onsite during the project?

- Daily
 Weekly
 Fortnightly
 Monthly
 Other

8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 5 OF 5

PART 3 - DRAINAGE – SUPERVISOR TO COMPLETE

C) Effluent treatment and disposal (please select all that apply)

- Installing effluent disposal systems
- Installing pre-treatment facilities
- Installing sewerage pumping equipment
- Installing septic tanks and on-site sewage treatment plants
- Install and maintain domestic water treatment equipment
- Greywater systems including greywater treatment plant and greywater diversion device

How often was the applicant onsite during the project?


Daily Weekly Fortnightly Monthly Other

D) Other drainage work (please select all that apply)

- Read and interpret drainage plans
- Positioning and installing access chambers
- Installing prefabricated inspection openings

How often was the applicant onsite during the project?

Daily Weekly Fortnightly Monthly Other

 Provide more examples using the Experience Example form at qbcc.build/form-experience-occ-plumber-drainer.

9. PAYMENT OF FEES

FEES

Refer to the **application fee schedule** on the next page for applicable fees.
You have the option of paying for a **licence duration of 1 to 5 years**.



LICENCE CARD

You will be issued with a **QBCC licence card** for no additional cost. It will be posted to you once your licence is approved and will arrive separately to the approval letter.

AMOUNT DUE

Total amount payable for this application \$

PAYMENT OPTIONS



Pay online or over the phone – the QBCC will send an email to request payment after you submit your form by email or post.



Pay in person – visit a [QBCC Customer Service Centre](#) and use either bank keycard, Mastercard or Visa card to make a payment at the front counter.



Your application CANNOT proceed to assessment until all required documents and payments have been received and accepted.

If information is missing or incomplete, your application **will be delayed**.



NOTE: the QBCC does not accept payment by cash or cheque.

APPLICATION FEE CALCULATION

Have you already paid the annual administration fee to the QBCC this financial year?

This only needs to be paid once per financial year per licensee. If you have already paid for a licence application or another licence-related transaction within this financial year, you do not need to pay it again.

YES – I have already paid the annual administration fee this financial year. You will only need to pay the licence application fee.

NO – I have not yet paid the annual administration fee this financial year. You will need to pay the annual administration fee in addition to the licence application fee.

Refer to page 18 for a schedule of application fees.

APPLICATION FEES SCHEDULE

Effective 1 July 2025 – 30 June 2026

Which fee do I pay?

Your application fee will be determined by the number of classes you are applying for, the duration of the licence and whether your licence will be a provisional or full occupational licence.

You will also need to pay an administration fee if you have not previously paid it this financial year.

APPLICATION FEES

INCLUDING ADMINISTRATION FEE

Licence Type	1 Year	2 Year	3 Year	4 Year	5 Year
Plumber	\$240.62	\$326.33	\$411.98	\$497.63	\$583.29
Drainer	\$240.62	\$326.33	\$411.98	\$497.63	\$583.29
Combined Plumber AND Drainer	\$402.99	\$488.65	\$574.30	\$659.95	\$745.66
Provisional Plumber OR Provisional Drainer (1 year)	\$153.55	N/A	N/A	N/A	N/A
Combined Provisional Plumber AND Provisional Drainer (1 year)	\$228.85	N/A	N/A	N/A	N/A
Provisional Plumber AND Full Drainer (1 year)	\$315.92	N/A	N/A	N/A	N/A

NOT INCLUDING ADMINISTRATION FEE

Licence Type	1 Year	2 Year	3 Year	4 Year	5 Year
Plumber	\$162.37	\$248.08	\$333.73	\$419.38	\$505.04
Drainer	\$162.37	\$248.08	\$333.73	\$419.38	\$505.04
Combined Plumber AND Drainer	\$324.74	\$410.40	\$496.05	\$581.70	\$667.41
Provisional Plumber OR Provisional Drainer (1 year)	\$75.30	N/A	N/A	N/A	N/A
Combined Provisional Plumber AND Provisional Drainer (1 year)	\$150.60	N/A	N/A	N/A	N/A
Provisional Plumber AND Full Drainer (1 year)	\$237.67	N/A	N/A	N/A	N/A

Licence fees and charges increase on 1 July each year due to indexation in line with legislative requirements.

You can contact us to find out details about specific fees, charges or prices.

These are the applicable fees under the *Plumbing and Drainage Act 2018*.

You will not be issued with a tax invoice.

ASSOCIATED QBCC ACT LICENCES

Do you hold a plumbing or drainage licence as a contractor, nominee supervisor or site supervisor under the QBCC Act?

Individuals who hold one of these QBCC licences are not required to pay a fee if they apply for, restore or renew a range of corresponding occupational licences under the Plumbing and Drainage Act (PD Act).

If you hold a licence class listed in the first column in the table below, you will not have to pay a fee to apply for, restore or renew any of the occupational licences listed in the second column.

LICENSEES WITH THESE QBCC ACT LICENCE CLASSES	ARE NOT REQUIRED TO PAY FOR THESE PLUMBING AND DRAINAGE ACT LICENCES
<ul style="list-style-type: none"> • Plumbing and drainage • Plumbing and draining restricted to plumbing • Plumbing and drainage restricted to tanks—water supply 	→ Plumber
<ul style="list-style-type: none"> • Plumbing and drainage • Drainage 	→ Drainer
<ul style="list-style-type: none"> • Gas Fitting 	→ Water plumber—gas
<ul style="list-style-type: none"> • Irrigation 	→ Water plumber—irrigation
<ul style="list-style-type: none"> • Fire protection—water-based fire system stream—install and maintain • Fire protection—water-based fire system stream—install and maintain—restricted to commercial and industrial types 	→ Water plumber—fire protection (hydrants and hose reels)
<ul style="list-style-type: none"> • Fire protection—water-based fire system stream—install and maintain • Fire protection—water-based fire system stream—install and maintain—restricted to commercial and industrial types 	→ Water plumber—fire protection (commercial and industrial types)
<ul style="list-style-type: none"> • Fire protection—water-based fire system stream—install and maintain • Fire protection—water-based fire system stream—install and maintain—restricted to commercial and industrial types 	→ Water plumber—fire protection (domestic and residential types)
<ul style="list-style-type: none"> • Drainage—on-site sewage facility maintenance 	→ Drainer—on-site sewage facility (maintenance)
<ul style="list-style-type: none"> • Drainage—on-site sewage facility maintenance installation 	→ Drainer—on-site sewage facility (maintenance installation)
<ul style="list-style-type: none"> • Mechanical services plumbing 	→ Water plumber—water sanitary

Licensees who only hold a plumbers, drainers or restricted occupational licence under the PD Act must pay all prescribed fees for their occupational licence.

Licensees applying for an endorsement on a licence are required to pay the application fee for an endorsement and an administration fee (where applicable). For more information go to qbcc.build/pd-endorsements.