



# Application for Registration as an Architectural Firm

## THE ARCHITECTS' ACT 1929 - Tasmania

To the Registrar  
Board of Architects of Tasmania  
Email: registrar@architectsboardtas.org.au

GPO Box 457 Hobart Tas 7001  
Tel: 03 6234 8188

I, the undersigned, consent to be the nominated architect for the Firm in accordance with Regulation 23 and do hereby apply for registration of the Firm under the Architects' Act 1929 and acknowledge my responsibilities as the nominated architect under the Act, Regulations and Code of Practice including ensuring the firm holds a sufficient level of Professional Indemnity Insurance at all times.

Nominated Architects Tasmanian Registration Number \_\_\_\_\_

Salutation (Mr/Mrs/Ms/Dr...) \_\_\_\_\_ Last Name \_\_\_\_\_

Given Names \_\_\_\_\_

Phone Number \_\_\_\_\_ Mobile phone \_\_\_\_\_

Email Address \_\_\_\_\_

Your email address will be used as your primary contact address so please ensure you advise us of any changes

Firms Legal Name \_\_\_\_\_

Trading Name (if applicable) \_\_\_\_\_

ABN \_\_\_\_\_

I am a .....  Permanent Employee  Director  Partner

Of the Firm  Trustee  Sole trader

Firms Physical Address \_\_\_\_\_

Firms Postal Address \_\_\_\_\_

### Professional Indemnity Insurance

In signing this form, I acknowledge that a failure to be covered by, and maintaining a sufficient level of professional indemnity insurance may result in disciplinary action. Not being covered by professional indemnity insurance will result in immediate suspension of registration.

Attached is a Certificate of Currency for the Firms Professional Indemnity Insurance

Attached is a list of Tasmanian registered architects covered by the Firms insurance

I certify that I am not an undischarged bankrupt or had my registration as an architect refused, suspended or cancelled anywhere in Australia and I have disclosed on the enclosed document (if appropriate) any relevant information the Board should take into account in determining this application noting Regulation 20.

Nominated Architects Signature: \_\_\_\_\_ Dated: / /

The completed form is to be signed by the Nominated Architect and lodged with the Registrar, with fees of \$84.15 for Registration, \$18.70 for Certificate and \$93.50 Application fee, **totaling \$196.35** (No GST) be paid into the Board's Commonwealth Bank account 067 000 2804 5734

# Architects Regulations 2023 - Extract

## PART 5 – REGISTRATION

### 20. Application for registration

- (1) An application under section 12(1) of the Act is to be –
  - (a) in the approved form; and
  - (b) accompanied by the prescribed fee.
- (2) In determining under section 13(2)(b) of the Act whether a person is a fit and proper person to be registered as an architect, the Board is to take into account the following matters:
  - (a) whether the person has previously had a registration, or a licence, as an architect refused, suspended or cancelled in Tasmania or another State or a Territory;
  - (b) whether, in the case of a **natural person** –
    - (i) the person is an undischarged bankrupt; and
    - (ii) if the person has made a composition or arrangement with creditors, the debts to which the composition or arrangement relates have been paid in full or the terms of the composition or arrangement have been fulfilled;
  - (c) whether, in the case of a **partnership or a trust** –
    - (i) the partnership or trust is in liquidation; and
    - (ii) a member of the partnership, or a trustee of the trust, is an undischarged bankrupt; and
    - (iii) if the partnership or trust has made a composition or arrangement with creditors, the debts to which the composition or arrangement relates have been paid in full or the terms of the composition or arrangement have been fulfilled;
  - (d) whether, in the case of a **company** –
    - (i) the company is in receivership or liquidation; and
    - (ii) the company has taken proceedings for voluntary winding-up, except for the purposes of re-organisation; and
    - (iii) the company has a winding-up order made in respect of it by the Supreme Court.

### 23. Registration as architectural firm

- (1) A **registered architect** may apply, on behalf of an architectural firm, to register the firm as an architectural firm if the registered architect is –
  - (a) a permanent employee, a director, a partner or a trustee of an architectural firm who is nominated by the firm to apply on behalf of the firm; or
  - (b) a sole trader trading as an architectural firm.
- (2) If an architect nominated by a firm under subregulation (1)(a) ceases to be the nominated architect in respect of the registration of the firm, the architect must, within 7 days, notify the Board of that fact and of his or her replacement.

**Penalty: Fine not exceeding 20 penalty units.**