

# Application for registration as an Individual Architect under Mutual Recognition

Use this application to apply as an individual architect under mutual recognition in accordance with the [Mutual Recognition \(Northern Territory\) Act 1992](#).

For further information please see the [NT Architects Board](#) website.

Registration Term (select one)					
1 year	Yes / No	3 years	Yes / No	5 years	Yes / No
Applicant details (please note the postal address will be listed on the public register)					
Surname				Date of birth	
Given name/s					
Business address					
Suburb			State		Postcode
Is your postal address the same as above? If no, complete below.					
Postal address					
Suburb			State		Postcode
Contact details					
Phone number			Mobile number		
Email address					
Employer details (if applicable)					
Employer name					
Employer NT registration	AR				
Business address					
Suburb			State		Postcode
Phone number			Mobile number		
Email address					
Interstate registration details					
State	Licence no.		Expiry date		
ACT	<input type="checkbox"/>				
QLD	<input type="checkbox"/>				
SA	<input type="checkbox"/>				
TAS	<input type="checkbox"/>				
VIC	<input type="checkbox"/>				
WA	<input type="checkbox"/>				
NSW	<input type="checkbox"/>				
NZ	<input type="checkbox"/>				

NT licence details	
Have you previously held an NT registration?	Yes / No
If yes, provide NT Registration Number	AR
Disclosures	
1. Are there any special conditions that apply to your current registration(s) in any Australian State, Territory or New Zealand?	Yes / No
If yes, provide details below.	
2. Are you the subject of any disciplinary proceedings in any Australian State, Territory or New Zealand (including any preliminary investigations or actions that might lead to disciplinary proceeding) in relation to the specific occupation you are seeking registration in?	Yes / No
If yes, provide details below.	
3. Has your licence or registration in another Australian State, Territory or New Zealand been cancelled or suspended as a result of disciplinary proceedings?	Yes / No
If yes, provide details below.	
4. Are you prohibited or restricted from carrying on the occupation of an architect in any Australian State, Territory or New Zealand?	Yes / No
If yes, provide details below.	
5. Are you subject to any special condition in carrying out the occupation of an architect as a result of criminal, civil or disciplinary proceedings in any Australian State, Territory or New Zealand?	Yes / No
If yes, provide details below.	

**Applicants consent for document verification**

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>.

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

**Unattested declaration**

I, (applicant full name)

Of (residential address)

Do solemnly and sincerely declare that in relation to my notice seeking mutual recognition for an architect's registration:

- All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the *Oaths, Affidavits and Declarations Act 2010*; and
- I am licensed/registered as specified above; and
- I am seeking to be registered in the NT in accordance with the mutual recognition principle; and
- I have specified above, all of the substantive licences (however called) that I hold in any Australian State, Territory or New Zealand which are equivalent to architects' registration under the law of the Northern Territory; and
- I have specified above any special condition to which I am subject in carrying on the occupation; and
- I consent to the making of inquiries of and the exchange of information with the authorities of any Australian State, Territory or New Zealand, regarding my activities in the occupation, and otherwise in respect of matters relevant to this notice; and
- I acknowledge that information (name, business address and telephone number) will be placed on a public register; and
- I acknowledge that a person wilfully making a false statement in a statutory declaration is guilty of an offence and is liable to a penalty or imprisonment or both.

This declaration is made at (location)

on (date)

Applicant signature

Note: Under the *Oaths, Affidavits and Declarations Act 2010* 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**

Application form completed and signed declaration.

Prescribed fee – See the [registration page](#) for current fee.

Copy of current interstate or New Zealand architects' registration.

<p>Professional Indemnity Insurance for the minimum amount of \$1,000,000.</p> <ul style="list-style-type: none"> <li>- A copy of certificate of currency for Professional Indemnity Insurance attached; or</li> <li>- Proof of Professional Indemnity Insurance exemption issued by the NT Architects Board.</li> </ul> <p><b>Note 1:</b> The insurance certificate of currency must be submitted with your application. The policy must note you as an insured party or if you are using your employer's insurance it must be accompanied by a letter from the employer on company letterhead (and signed by a company director) confirming that you are covered by their insurance policy.</p> <p><b>Note 2:</b> If you are using your employer's insurance, your employer must also be registered as an Architectural Company or Architectural Partnership in the Northern Territory with the Northern Territory Architects Board.</p>	<input type="checkbox"/>
<p>Current licence or permit issued by the Commonwealth, State or Territory government that has your DOB and photo attached. For example: Driver's licence, passport, evidence of age card, firearms licence, working with children's card etc.</p>	<input type="checkbox"/>
<p><b>Privacy statement</b></p>	
<p>The Northern Territory Government and the Northern Territory Architects Board respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the <i>Information Act 2002</i> (NT).</p> <p>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.</p> <p>The information you provide will be accessible to the Territory Business Centre and Occupational and Industry Licensing 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.</p> <p>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 <i>Information Act 2002</i> (NT), or the Office of the Information Commissioner NT.</p>	
<p><b>Lodgement</b></p>	
<p>Complete applications can be lodged in person, email or via post at a Territory Business Centre below.</p>	
<p>Darwin</p>	<p>Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah</p>
<p>Katherine</p>	<p>Big Rivers Government Centre, 5 First Street</p>
<p>Tennant Creek</p>	<p>Barkly Business Hub, 63 Haddock Street</p>
<p>Alice Springs</p>	<p>Ground Floor, The Green Well Building, 50 Bath Street</p>
<p>1800 193 111</p>	<p style="text-align: center;"><a href="mailto:territorybusinesscentre@nt.gov.au">territorybusinesscentre@nt.gov.au</a></p>
<p>GPO Box 9800 Darwin NT 0801</p>	
<p><b>Payment details</b></p>	
<p>A fee is payable on lodgement of this application form. Payment can be made by:</p> <ul style="list-style-type: none"> <li>• Cash (in person only); or</li> <li>• Cheque (made out to Receiver of Territory Monies - in person/mail); or</li> <li>• 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.</li> </ul>	