



## Application for voluntary cancellation of licensing class

You may request that a licensing class or classes be cancelled at any time. In completing this form please type in the boxes or print clearly in blue or black pen. Send the completed form to:

The Registrar  
Licensed Building Practitioner Scheme  
Department of Building and Housing  
PO Box 50041  
Porirua

Licensed Building Practitioner details	
Given names	_____
Surname	_____
BP number	_____ Or Date of Birth     /     /
Postal address	
Street address	Suburb
Town/City	Postcode
Contact numbers	
Daytime     (     )	Home     (     )
Mobile     (     )	
Email address	
Cancellation details	
I wish to cancel the following licensing class(es):	
Site 1 <input type="checkbox"/>	Design 1 <input type="checkbox"/> Carpentry <input type="checkbox"/>
Site 2 <input type="checkbox"/>	Design 2 <input type="checkbox"/>
Site 3 <input type="checkbox"/>	Design 3 <input type="checkbox"/>
Reason (this information is optional; it will be used for statistical purposes only).	
<input type="checkbox"/> My current licensing class identification card is attached.	<input type="checkbox"/> I have destroyed my licensing class identification card.
Declaration	
I understand that if I wish to become licensed in these licensing classes at some stage in the future, I will have to go through the application and assessment process again. I declare that the information that I have supplied in this form is true and correct. I understand that it is an offence under the Building Act 2004 to provide incorrect or misleading information.	
Date     /     /	
Applicant's signature	
<b>Privacy notice:</b> Any personal information submitted in this application will be kept and maintained by the Registrar and the Building Practitioners Board in accordance with the New Zealand Privacy Act 1993. Personal information will be used for determining whether applicants for initial and continued licensing may be granted, and in connection with complaints and disciplinary processes. Personal information will also be used for the maintenance and administration of the Licensed Building Practitioners Register. You have the right to access, and to have corrected, any information about you that is held by the Registrar and the Building Practitioners Board.	