



## Application for a Refrigeration and Airconditioning Mechanics Licence (Qualifications Gained Overseas)

Complete this form when applying to carry out restricted electrical work associated with Refrigeration and Airconditioning equipment.

Please print neatly in BLOCK LETTERS with a black or blue pen only

EW \_\_\_\_\_

**Applicant Details**

Title:  Mr  Mrs  Ms  Miss

Surname: \_\_\_\_\_

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

Date of Birth: \_\_\_\_\_

**Provide details of current residential address**

Residential Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

**If same as above address, write "as above"**

Postal Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

**Provide email address details if available**

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

**Sign and date before submitting application**

**Declaration**

In accordance with regulation 59 of the *Electricity (Licensing) Regulations 1991*, I declare that the information in this application or any documentation attached by me is complete and true to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**All required information is to be submitted for this application to be accepted**

**Application Checklist – Please check:**

This application must be accompanied by the following:

- Application fee of \$38.00
- Proof of identification in accordance with the attached Fact Sheet
- An **Australian Recognised Trade Certificate** in the trade of 'Refrigeration Mechanic (EL)'

Applications for an **Australian Recognised Trade Certificate** can be made by contacting Trades Recognition Australia on 1300 360 992 or by email to "ARTCenquiries@deewr.gov.au"

OR

- An **Offshore Technical Skills Record**, with equivalent Technical Skills demonstrated for a 'Certificate III in Engineering – Mechanical Trade', issued by Vetassess

Once your application is received, you will be required to have your skills assessed by a Registered Training Organisation approved by the Electrical Licensing Board.

When approval is given for the issue of a 'Refrigeration and Airconditioning Mechanics Licence', a registration fee of \$335.00 will be required.

Your registration will be valid for a period of five years from the date of issue.

**Credit card details submitted as payment remain confidential at all times**

**Payment Details**

- Cash payment (please do not post cash)
- Cheque enclosed (made payable to Department of Commerce)
- Credit Card payment       MasterCard       Visa

Card Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      Expiry Date  /

Cardholder's Name: \_\_\_\_\_      Amount \$   
(PLEASE PRINT)

Cardholder's Signature: \_\_\_\_\_

# Fact Sheet

## Proof of identity of applicants for an electrical or gas worker's licence

March 2009

The Licensing Office of EnergySafety WA maintains a database of licensed electrical and gas operatives and ensures that the information is accurate and confidential, protecting operatives against the possible fraudulent use of their name.

Applicants for an electrical or gas worker's licence in Western Australia must prove their identity. This fact sheet explains the requirements for an applicant to prove his or her identity.

Before an electrical or gas worker's licence will be issued, applicants must prove their identity by presenting as many documents from the following lists so as to score a minimum of 100 points. The documentation provided may be a photocopy of the original document.

### At least one document provided must show the signature of the applicant.

#### Name of the signatory verified from one of the following:

70 POINTS

- Birth Certificate / Birth Card issued by the Registry of Births, Deaths and Marriages
- Australian Citizenship Certificate
- International Travel Document / Current Passport
- Expired passport which has not been cancelled and was current within the preceding 2 years
- Other document of identity having the same characteristics as a passport (E.g. this may include some diplomatic documents and some documents issued to refugees)

Note: Additional points cannot be scored for more than one document.

#### Name of signatory verified from one of the following (but only where they **contain a photograph or signature** that can be matched to the signatory)

40 POINTS

- A licence or permit issued under a law of the Commonwealth, a State or Territory.
- An identification card issued to a public employee (with photo or signature)
- An identification card issued by the Commonwealth, a State or Territory as evidence of the person's entitlement to a financial benefit (with photo or signature)
- An identification card issued to a student at a secondary or tertiary education institution (with photo or signature)
- Australian drivers licence

#### Name and Address of signatory verified from any of the following:

35 POINTS

- Document verifying employment (A current employer, or a previous employer within the last 2 years)
- Document from a rating authority (e.g. land rates)

#### Name of signatory verified from any of the following:

25 POINTS

- Marriage Certificate (for maiden name only)
- Council Rates Notice
- Telephone Account
- Medicare Card
- Records of Public Utility
- Transperth Smartrider cards (for students only)

#### Name and Date of Birth verified from any of the following:

25 POINTS

- Records of primary, secondary or tertiary educational institution attended by the signatory within the last 10 years.
- Records of a professional or trade association of which the signatory is a member.
- Proof of Age Card
- Foreign Driver's Licence

