

Architectural Practice Board of South Australia

Application for Registration in South Australia (company)

Form 03 Information Sheet

USE OF THIS FORM

This form is to be used for the registration of an architectural company.

PRIVACY LAWS AND USE OF THIS INFORMATION

The Architectural Practice Board of South Australia is authorised under the Architectural Practice Act 2009 to ask for the information on this form. We need this information to administer the Act.

We will only provide information to other authorised recipients in the following situations:-

- as required or authorised by or under this Act or any other Act or law; or
- with the consent of the person to whom the information relates; or
- in connection with the administration of this Act or the repealed Act; or
- to an authority responsible under the law of a place outside this State for the registration or licensing of architects, where the information is required for the proper administration of that law; or

to an agency or instrumentality of this State, the Commonwealth or another State or a Territory of the Commonwealth for the purposes of the proper performance of its functions

FEES – UP TO 2 DIRECTORS

Application Fee \$140.00 (GST free)
Registration Fee (12 months) \$475.00 (GST free)
Total fees payable \$615.00 (GST free)

FEES – MORE THAN 2 DIRECTORS

Application Fee \$140.00 (GST free)

Registration Fee (12 months) \$530.00 (GST free)
Total fees payable \$670.00 (GST free)

Fees are non- refundable.

Fees are exempted from GST

LODGEMENT AND PAYMENT METHODS

Lodgement of application and payment of registration fees can be made by:

- Post registration form and attachments to the Board at the address shown below with a cheque/money order or payment by electronic funds transfer. **DO NOT SEND CASH THROUGH MAIL.**
- Alternatively, lodgement and payment may be made personally at the Board's office at the address shown below using one of the above payment methods or cash.
- Cheques or money orders should be made payable to the Architectural Practice Board of South Australia.
- Electronic funds transfer to Architectural Practice Board of SA's BankSA bank account; BSB 105-900 A/c 950111640 (please attach a copy of your transaction receipt to your registration form).

DOCUMENTS TO BE ATTACHED

- Certified copy of certificate of incorporation of the company
- Certified copy of business name certificate (if applicable)

FURTHER INFORMATION

Please contact the Board if you require further information.

OFFICE USE ONLY

Date Received	Date Approved	Fees Paid	Receipt No.	Registration No.
/ /	/ /	\$		