



Save time and apply online

You can apply for your practising licence online at ewrb.govt.nz

Practising licenses cost \$125.00 per year of term

Please see the back of the form for additional information.
Please print clearly in black or blue pen and complete all required sections of the form.

EW Number or Registration Number

PERSONAL DETAILS

Last Name		Email	
First Name		Postal Address	
Middle Name			
Preferred Name			
Date of Birth	/	/	Postcode
Home Phone		Work	Mobile

PRACTISING LICENCE

Yes, I wish to apply for a Practising Licence.

No Practising licence required at this time. Please state reason:

Retired

Working in other industry

Other (please specify)

No Practising Licence required and please remove me from the Register of Electrical Workers.

I certify that my competency training is up to date (you must tick this box to apply for a licence). **Please do not send in this form unless your competency training is up to date. If not, please contact your nearest approved training provider. A list of providers is published at www.ewrb.govt.nz**

ID CARD PHOTO

Note: All ID Cards issued must display a photo of the licence holder. If you would like to change the photo currently on your licence, you can submit a new one.

The attached photograph is a true and correct likeness of me. It meets all the criteria in the checklist overleaf.

I have already provided my ID Card photo to the Registrar.

Tick this box if you want your photo to be available online to people searching the Register of Electrical Workers.

FIT AND PROPER PERSON

All persons who apply for renewal of a practising licence must satisfy the Board that they are a fit and proper person to hold a practising licence. The Board's rules for administration of this requirement are published on its website at <http://www.ewrb.govt.nz/assets/EWRB/files/about-the-board/Fit-and-Proper-Persons-Rules.pdf> or call us on 0800 661 000 for clarification.

If you think you might not meet the Board's criteria then please complete this form and submit it. A licensing officer will be in contact to discuss your circumstances. Note the Board has a discretion to licence a person who does not meet the criteria if they are able to show that they are a fit and proper person to hold a licence.

Yes I meet the Board's criteria for fit and proper person to hold a practising licence.

No I may not meet the Board's criteria for fit and proper person to hold a practising licence. Please get a licensing officer to contact me to discuss my situation.

DECLARATION

I certify that the information I have provided is true and correct.

Signature

Date

/

/

CHECKLIST

Have you completed the form in full?

Have you signed the declaration?

Does your passport standard photograph meet the following criteria?

- › A face, head and shoulders shot, looking directly at the camera and less than 6 months old.
- › No sunglasses, or glasses with tinted lenses that obscure your eyes.
- › 3:4 – width to height ratio, in full colour.
- › Between 50KB and 5MB in size (or printed image for paper applications).

Have you enclosed payment of the Practising Licence fee?

- › If your employer is paying on your behalf, payment must still accompany this application.
- › If you are paying by cheque, please check that you have signed it.
- › If you are paying by credit card, please check that you have entered the card type, number and expiry date correctly.
- › Your bank requires you to sign the credit card panel separately.

PAYMENT FOR PRACTISING LICENCE FEE OF \$250.00 (includes GST) WE DO NOT ACCEPT PURCHASE ORDERS, CASH OR POSTAL NOTES

I have made my payment of \$250.00 by:

Credit card (credit card information completed below)

New Zealand Cheque made out to "Electrical Workers Registration Board"

CREDIT CARD INFORMATION

Type

MasterCard

Visa

Amex

Full Name of Cardholder

Credit Card number

Signature of Cardholder

Expiry Date

Amount

/

PLEASE COMPLETE THE FOLLOWING IF YOUR APPLICATION IS BEING PAID FOR BY YOUR EMPLOYER OR ANOTHER PARTY

Name/Company Name

Postal Address

Postcode

Please return this form with payment to: Electrical Workers Registration Board,
PO Box 10156, Wellington 6143, New Zealand

[New Zealand Government](#)

For more help, call our helpline on 0800 661 000 between 8 am and 5 pm Monday to Friday.

Privacy Notice: Any personal information submitted on this application will be kept and maintained by the Electrical Workers Licensing Group ("the EWLG") in accordance with the New Zealand Privacy Act 1993. Personal information submitted will be used by the EWLG for determining whether applications for registration as an electrical worker or practicing licences may be granted, and for the maintenance and administration of the Electrical Workers Register. You may request access to see any information held about you and where that information is inaccurate, ask for it to be corrected.