

Notice Change of address or contact details

Form 78

Use of this form

Use this form to notify the Building Services Board of a change in a registered building service provider's contact details. Post the signed form to Locked Bag 14, Cloisters Square WA 6850 or email to be.licensing@lgirs.wa.gov.au.

Type of registration

Check one or more boxes to identify the type or types of registration to be amended.

- Building engineering practitioner Building engineering contractor
 Building practitioner Painting practitioner Building surveying practitioner
 Building contractor Painting contractor Building surveying contractor

Preferred date of effect of this notice / / or effective immediately.

Identify the registered entity

Please complete a separate form for each registered entity to have details amended.

Individual – (if applicable) Registration number	Partnership or company – (if applicable) Registration number
Name on registration certificate	Name on registration certificate
Signature of registered person	ACN
	Signature of authorised person* ¹
Signature _____ Date _____	Signature _____ Date _____

*1 An authorised person is a partner of the partnership or director of the company

Principal place of business address – required for publication on the register. It cannot be a post office box number.

Street			
Suburb	State	Postcode	

Address for service – required for the purpose of serving documents. It cannot be a post office box number.

Street			
Suburb	State	Postcode	

Postal address – address for correspondence from the Department.

Street or PO Box			
Suburb	State	Postcode	

Contact details

Phone (home)		Phone (work)	
Phone (mobile)* ²		*2 Providing a mobile will permit important notifications and reminders to be sent via SMS	
Email* ³			

*3 An email address is required for service of courtesy renewal reminder notifications.