



Electrical Contractor Licence

Form 05

Application by a Partnership or Company

APPLICATION FOR ELECTRICAL CONTRACTOR LICENCE BY A PARTNERSHIP OR COMPANY			
1. Business Details		Select	
Partnership	<input type="checkbox"/>		
Company/Incorporated Body	<input type="checkbox"/>		
Association/Unincorporated Body	<input type="checkbox"/>		
2. Details of person making the application (contact person)			
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss		
Surname			
Given Name(s)			
3. Business / Company Details (if applicable)			
Does the entity intend to use a Business or Trading name? (If yes, provide details below)			
Registered Business Trading Name			
Business Licence No.			
Last Registration Date			
Current Business Address			
Postal Address			
Telephone (Work)		Mobile	
Telephone (Home)		Email	
Tax Compliance Certificate (TIN No.)			
FNPF Compliance Certificate (attach certificate)			
FNU Levies Compliance Certificate (attach certificate)			
VAT Registration Certificate (attach certificate)			
Insurance Policies (Public Liability and Contractors All Risk)			
Company OHS Policy			

HSE Certificate from the Ministry of Labour	
Health & Safety Work Plan	
Tools & Equipment List	
Safety Equipment (PPE) List	
4. Directors / Partners	
Full Name	
Capacity (position held)	
Address	
Full Name	
Capacity (position held)	
Address	
Full Name	
Capacity (position held)	
Address	
Full Name	
Capacity (position held)	
Address	
5. Nominees (Authorized Signatories being Full Time Employees of the Company) Details	
Full Name	
Wireman Licence Number	Expiry Date
Nominee Signature	
Full Name	
Wireman Licence Number	Expiry Date
Nominee Signature	
Full Name	
Wireman Licence Number	Expiry Date
Nominee Signature	
6. Supporting Documents	
The following documents must be lodged with this application. Please note that incomplete applications will not be processed.	
A copy of Current Business Name Extract (if applicable)	

List of Secretary, Managers and other Executives

- To be supplied by Nominees (Authorized Signatories):
- Copies of current Electrical Wireman Licence; and
 - Evidence of two (2) years recent experience in performing and supervising electrical installation work (it may be in the form of a Statutory Declaration from employers stating work carried out, or copies of Certificate of Compliance that you have signed off as the tester of the work; or
 - Having been technical nominees (Authorized signatories) on a contractor licence within the last three (3) years (certified copy is required);
 - Evidence of electrical wiring permit numbers is required; and
 - Certified copies of certificates of attendance of electrical training course and or refresher course(s) completed within last three (3) years

7. Declaration

I _____ hereby apply for an electrical contractor’s licence
 (Director of the Company)

on behalf of _____ and

solemnly and sincerely declare that:

1. All statements and information contained in this application are true and correct to the best of my knowledge;
2. I have read and understood the information contained in this application;
3. I and my employees (if any) fully understand that all electrical work in Fiji must be performed in compliance the Electricity Act 2017, Electricity Regulations 2019, AS/NZS 3000:2018 Wiring Rules and Energy Fiji Limited requirements. Failure to do can result in disciplinary proceedings under the Electricity Regulations 2019; and
4. I know that it is an offence to make a declaration that is false in any material particular.

Signature of Applicant	Company Seal	Date
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Name of Applicant:

has met the minimum requirements of the interview for the issue of an Electrical Contractor’s Licence

has not met the minimum requirements of the interview and is not eligible for the Electrical Contractor’s Licence.

Chief Inspector Date

FOR OFFICIAL USE ONLY		
Receipt Number:	Date:	Amount:
Signature:	Name:	Title: