






## COMPLETING THIS FORM

1. This is an interactive PDF that you may complete in your web browser. Save this PDF form to your personal records and print a hard copy to submit by post or in person.
2. If you choose to fill out with a pen, use BLACK pen only – print clearly in BLOCK LETTERS - DO NOT use correction fluid. Cross out mistakes and initial any amendments.

## SUBMITTING YOUR FORM

-  **In person:** At any QBCC Customer Service Centre
-  **Post:** GPO Box 5099, Brisbane Qld 4001
-  **For security purposes, do NOT send QBCC forms that include payment details by email.**

## PLEASE PROVIDE THE FOLLOWING






- Photo identification, proof of work eligibility and declarations 
- Technical qualifications 
- Occupationally licensed supervisors complete the experience record section 
- Review checklist and ensure all documents are provided 
- Submit application form with full payment 

**Your total application fee must be paid in full before QBCC will start to process or review your application.** 

**Your application CANNOT proceed to assessment until all required documents have been received and accepted.**

**If information is missing or incomplete, your application will be delayed.**

## THE QBCC WILL

-  Review your application
-  Assess your knowledge and experience
-  Request further information if required
-  Make a decision on your application
-  **Notify you of the outcome**

## CHECKLIST

Review and complete this checklist before submitting your licence application.

It will help ensure you have provided all the required information.



**Your application CANNOT proceed to assessment until all required documents have been received and accepted and all fees paid. If information is missing or incomplete, the assessment of your application will be delayed. Do not send original documents as they will not be returned. Copies should be provided instead.**

Place a tick ✓ in each box as you complete the item.

### SECTION 1 – PERSONAL DETAILS – page 3

The contact details you provide on this form will be used to communicate with you.

Providing incorrect personal information may affect our ability to contact you and could delay your application.

I have provided all my **personal details** (including my full name, phone contact number and email address).

I have provided all **address details** (including my postal, business and home addresses).

I have read the **declaration** and **signed the form**.

**Only for current or previous QBCC licence holders**

I have provided my **QBCC licence number**.

### SECTION 2 – WORK ELIGIBILITY AND PROOF OF IDENTITY – page 5

**PLEASE NOTE:** If you are not an Australian citizen or permanent resident, or do not have a current visa or ImmiCard allowing you to work in Australia, you are not able to apply for a licence.

I have attached a **certified copy of my current and valid photo identification**.

**Only if you are working in Australia under a current visa**

I have provided a copy of my **current passport or ImmiCard**, clearly showing the **document number** and any relevant conditions that apply.

I have provided a copy of my **current visa** and any other **work eligibility documentation**.

**Only if you have ever changed your legal name**

I have provided a copy of any available **official proof of name change documents**.

### SECTION 3 – OPTIONAL - CERTIFIED PASSPORT-SIZE PHOTOS – page 6

**Only if you have decided to provide photos for inclusion on your licence card**

I have provided **two (2) colour passport-size photos, less than 6 months old, signed and dated** on the back by a qualified witness.

Using a paperclip, I have attached the **signed and dated photos** to this form in the box indicated.

The qualified witness has **ticked the box to indicate their witness category** and has **signed and dated the declaration**.

### SECTION 4 – LICENCE TYPE AND CLASSES – page 7

I have ticked the **licence type and licence classes** that I wish to apply for.

### SECTION 5 - TECHNICAL QUALIFICATIONS – page 8

**PLEASE NOTE:** If copies of any of the documents required to meet your technical qualifications are not provided, the processing of your application will be delayed until they are received.

I have reviewed the **Technical Qualifications for Plumbing and Drainage Licences** document on the QBCC website to understand the current technical qualifications for the licence classes I am applying for.

I have provided a copy of my **technical qualifications, including the transcript listing units completed**, that are relevant to each licence class I am applying for.

### SECTION 6 – INTERSTATE AND NEW ZEALAND LICENCES – page 9

I have **answered the questions** relating to whether I hold, or have held, any interstate or New Zealand licences.

**Only if you currently hold, or have held, a licence to carry out plumbing and drainage work in another Australian state, territory or New Zealand.**

I have provided **details of all my interstate or New Zealand licences** and have attached additional documentation to my application to provide these details where required.

Where these **licences are, or have been, suspended or cancelled**, I have attached copies of any decisions or proceedings documents.

### SECTION 7 – APPLICANTS WITH OVERSEAS QUALIFICATIONS – page 10

**Only if you hold a technical qualification in plumbing and/or drainage work in another country**

I have provided a copy of my **overseas technical qualifications, including any apprenticeship documentation**.

I have provided a **report from relevant referees detailing my practical experience working in the plumbing and drainage industry in Australia or overseas**.

I have provided a **resume outlining my experience practising the plumbing and drainage trade**.

### SECTION 8 - EXPERIENCE RECORD – page 11

I have attached a **completed and signed experience record from each of my supervising licensees** to demonstrate a total of 12 months' licensed experience.

### SECTION 9 – PAYMENT OF FEES – page 16

I have reviewed the **application fees schedule** and identified the **total amount payable**.

I have filled out my **credit card details in full**, including the total amount payable section.

## 1. PERSONAL DETAILS – PAGE 1 OF 2

### PRIVACY NOTICE – PLEASE READ

The QBCC is collecting personal information on this form to determine whether you are entitled to a licence, and if so, to maintain your licence. This is authorised by the *Plumbing and Drainage Act 2018* (P&D Act). The QBCC will not be able to process the application if all or some of the information is not provided.

We may also use your email address to contact you about research and engagement activities for the purpose of improving our services (which you will be able to opt-out of receiving), as well as educational activities.

The QBCC is required by the P&D Act to publish licensee information in a Plumbing and Drainage Licensee Register on the QBCC website ([qbcc.build/occ-pd-search](http://qbcc.build/occ-pd-search)). This includes licensee name and licence details. This information may also be published on the Queensland Government Open Data Portal.

The QBCC may also be required by law to provide licensing information to other interstate or New Zealand licensing bodies for regulatory or enforcement purposes. Your personal information will only otherwise be disclosed with your consent or as required or authorised by law.

Visit the QBCC Privacy Policy ([qbcc.build/privacy-info](http://qbcc.build/privacy-info)) for more information.

Title      Mr      Mrs      Miss      Ms      Other

Family name

Given names

Date of birth      D      D      /      M      M      /      Y      Y      Y      Y

### LICENCE DETAILS *Tick only one option*

☐ I have never held a QBCC licence

☐ I currently hold or have previously held a QBCC licence and my licence number is

### PHONE AND EMAIL **Applicants are required to complete all phone number and email detail fields**

Business phone

Home phone

Mobile phone

Email

### ADDRESS

#### BUSINESS ADDRESS

**Applicants are required to complete all business address fields**

- Your business address must be a physical address.
- PO Box or post office addresses are not acceptable for business addresses.

Business address

Suburb

State

Postcode

#### HOME AND POSTAL ADDRESSES **Applicants are required to complete all home and postal address fields**

Home address

Suburb

State

Postcode

Postal address

Suburb

State

Postcode

OFFICE USE ONLY	CRN		Receipt amount	\$		Reference no.	
	Receipt no.		Received by				

## 1. PERSONAL DETAILS – PAGE 2 OF 2

### MUTUAL RECOGNITION ELIGIBILITY

Do you hold a **current licence** in another **Australian state or territory** or **New Zealand** for the type of work you are applying for in Queensland? Yes      No

**Ticked YES?** You may be eligible to apply for your licence using the Mutual Recognition process.

For more information, visit [qbcc.build/mutual-rec](http://qbcc.build/mutual-rec).

### DECLARATION AND SIGNATURE



**WARNING: Providing false or misleading information may lead to your licence being refused and/or compliance and enforcement action.**

I declare that:

- the information I am providing in this application is true and correct
- I have read and understood the Privacy Notice and Warning included above.

I understand that by signing this form below, I am declaring that I have read and agree to the statements above.

Applicant's  
signature

This form must be signed by hand. Digital signatures are not accepted.

Date

D	D		M	M		Y	Y	Y	Y
<div style="width: 20px; height: 20px;"></div>	<div style="width: 20px; height: 20px;"></div>	/	<div style="width: 20px; height: 20px;"></div>	<div style="width: 20px; height: 20px;"></div>	/	<div style="width: 20px; height: 20px;"></div>	<div style="width: 20px; height: 20px;"></div>	<div style="width: 20px; height: 20px;"></div>	<div style="width: 20px; height: 20px;"></div>

## 2. WORK ELIGIBILITY AND PROOF OF IDENTITY



**STOP - If you are not an Australian Citizen or permanent resident, or do not have a current visa entitling you to work in Australia, you are not able to apply for a licence. More information can be found on the QBCC website at [qbcc.build/overseas-applicants](http://qbcc.build/overseas-applicants).**

### WORK ELIGIBILITY

Which one applies to you?

I am an Australian citizen or a permanent resident.

**OR**

I hold a current visa under the *Migration Act 1958* entitling me to work in Australia.

**OR**

**I am not an Australian citizen or permanent resident, nor do I hold a current visa** under the *Migration Act 1958* entitling me to work in Australia.

### VISA HOLDERS ONLY - *Attach relevant documents*

I have provided a **copy of my current passport** or **ImmiCard**, clearly showing the **document number**, AND

I have provided a copy of my **current visa** and **any other work eligibility documentation** entitling me to work in Australia, clearly showing the document number and any relevant conditions.

### PROOF OF IDENTITY – ALL APPLICANTS



All applicants are required to supply a **valid and current certified copy** of their identification.

I have provided a **valid and current certified copy** of my photo identification (e.g. driver's licence, passport, other government issued photo ID card).

Applicants providing an Australian driver's licence or photo identification card: please include **valid and current certified copies of the front and back of the card**.



A **certified copy** is a copy that has been verified as being a true copy of the original document by any one of the following:

- Justice of the Peace
- Commissioner for Declarations
- Lawyer
- Conveyancer
- Notary Public.

Alternatively, if you are applying in person, you can bring your original documents with you when you lodge a form at a QBCC Customer Service Centre. Our staff can view, copy and verify them for you. For more information, visit [qbcc.build/certified-copy](http://qbcc.build/certified-copy).

Place and country of birth (e.g. Brisbane, Australia)

### LEGAL NAME CHANGE

Have you been known by any other 'legal' names?      Yes      No



**Ticked YES?** You must provide full details of all previous names you have been known by, including any relevant documentation (e.g. copy of proof of name change, marriage certificate etc.).

### 3. OPTIONAL - CERTIFIED PASSPORT - SIZE PHOTOS

Occupational plumbers and drainers have the **option** to include a passport-size photo on their licence card.

Would you like to include a passport-size photo on your licence card?

**NO** – Your licence card will be issued with a blank silhouette.

**YES** – See next question.


Does the QBCC have a passport-size photo of you **that was taken within the last 10 years** that you consent to reuse for this application?

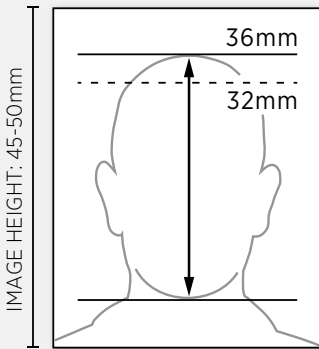
**YES** – You are not required to complete this section.

**NO OR UNSURE?** – Please complete all sections on this page.

**PLEASE NOTE:** Any passport-size photos you provide may be used on other QBCC licences you hold, and you may be required to provide photos for other licences in the future.

- Provide **two (2) identical, certified passport-size photos of yourself that are less than 6 months old** with this application and have a qualified witness complete the declaration below.
- The qualified witness can be a Lawyer, Justice of the Peace, Notary Public, Commissioner for Declarations or a QBCC staff member.
- The photos need to be suitable for **inclusion in a QBCC licence**.
- Your photos will be **valid for 10 years** once they have been received by the QBCC.

ATTACH TWO (2) PHOTOS HERE WITH A PAPER CLIP 

FRONT OF THE PHOTOS	BACK OF THE PHOTOS
	<p>This is a true likeness of <b>JOHN PETER CITIZEN</b> (full name of applicant)</p> <p><i>J Smith</i> Signature of qualified witness</p>
IMAGE HEIGHT: 45-50mm IMAGE WIDTH: 35-40mm	QUALIFIED WITNESS MUST CERTIFY THE PHOTOS

### CERTIFYING YOUR PASSPORT-SIZE PHOTOS

- Go to a recognised **passport-size photo provider** (such as Australia Post, a professional photographer or a store with printing facilities) and have **two (2) passport-size photos** taken. You may also use passport-size photos that you already have.
- Your passport-size photos must be **high resolution, in colour, meet our photo requirements** and be **less than 6 months old**.
- Take this **form and your two (2) passport-size photos to a qualified witness** and ask them to **certify that the photos are a true likeness of you**, the applicant. The qualified witness must:
  - write the words “This is a true likeness of [insert applicant’s full name]” and sign the back of both of the passport-size photos (see example above) **AND**
  - complete and sign the qualified witness declaration below.
- Using a paper clip, **attach the signed photos to this application form** in the space provided above. **DO NOT STAPLE PHOTOS TO THIS FORM.**

### QUALIFIED WITNESS DECLARATION

I, [ insert full name of qualified witness ]


certify the passport-size photos attached to this form are a true likeness of [ insert full name of applicant ].

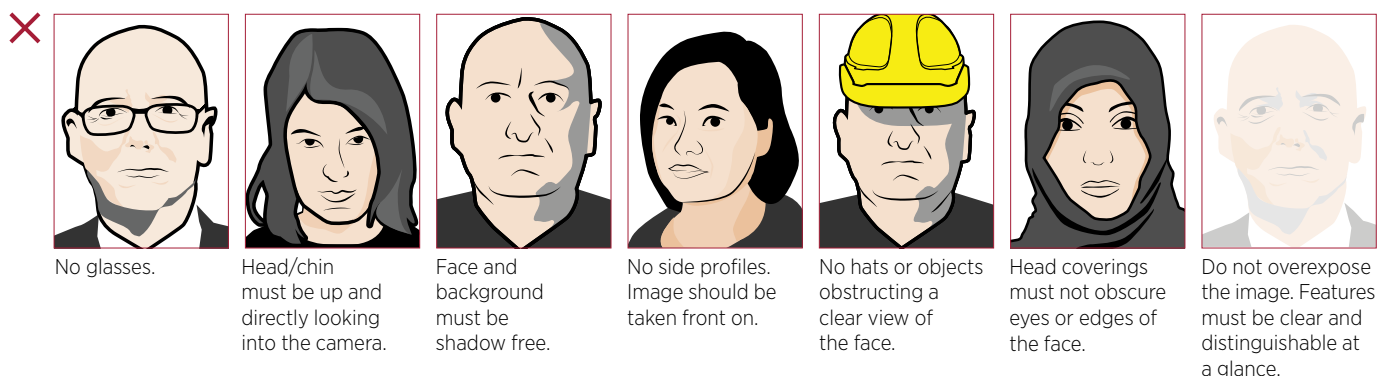
I am a:      Lawyer      Justice of the Peace      Notary Public      QBCC staff member      Commissioner for Declarations

Witness  
signature

Date      D   D      M   M      Y   Y      Y   Y

This form must be signed by hand. Digital signatures are not accepted.

 **More information about photo requirements and certifying your passport-size photos can be found on the QBCC website at [qbcc.build/passport-size-photos](http://qbcc.build/passport-size-photos).**



#### 4. LICENCE TYPE AND CLASSES

The licence you choose to apply for will depend on:

- the scope of work you will undertake
- your ability to demonstrate 12 months' supervised practical experience performing that scope of work
- whether you hold a relevant technical qualification.

More information about each licence type and class can be found on the QBCC website at [qbcc.build/plumbing-drainage-licences](http://qbcc.build/plumbing-drainage-licences).

**LICENCE TYPE** *Tick only one licence type:*

To hold an **occupational licence**, you must have an appropriate technical qualification – generally an Australian apprenticeship or Certificate III – and be able to demonstrate 12 months' practical experience in the scope of work for the licence class you are applying for.

If you possess either the relevant technical qualification, or the 12 months' practical experience, but not both, you may be eligible for a **provisional licence**.

Occupational      Allows you to personally perform or supervise work within the scope of your licence class.

**OR**

Provisional      Allows you to work lawfully in the industry and gain the required practical experience to eventually work without supervision. You must work under the supervision of a person who holds an occupational licence to carryout the work. A provisional licence is granted for one (1) year and cannot be renewed.

**APPLYING FOR A PROVISIONAL LICENCE?** *Tick the scenario that applies to you.*

**I have the required technical qualification**, but I do not believe I have the practical experience required.

I do not have the required technical qualification, but I **believe I have sufficient practical experience** to carry out the work under the supervision of a licensed plumber and/or drainer.



Attach copies of any technical qualifications you have and details of any relevant practical experience in plumbing and/or drainage to support your application.

#### LICENCE CLASS


Tick a box to indicate which licence classes you are applying for:

Plumber

Drainer

Combined Plumber AND Drainer

## 5. TECHNICAL QUALIFICATIONS – PAGE 1 OF 2

 **A copy of your relevant technical qualification must be provided. These documents do not require certification.**

**BEFORE** you lodge your application form, check the Technical Qualifications for Plumbing and Drainage licences document available on the QBCC website at [qbcc.build/qcc-pd-tech-quals](http://qbcc.build/qcc-pd-tech-quals) for the current minimum technical and experience requirements for each licence class.

Tick the box to indicate which qualification you hold. You must provide at least one technical qualification for each licence class you are applying for.

If your technical qualification does not appear in the list below and you believe it may be relevant, please tick the box marked 'Other' and attach a copy to your application.

If you are applying for a **combined Plumber and Drainer licence**, provide a technical qualification for each licence class.

### PLUMBER LICENCE

#### Plumbing qualifications

- (a) A plumbing apprenticeship completed in an Australian jurisdiction, and a Certificate III in Plumbing CPC32420 with the competencies provided in Appendix A of the Technical Qualifications booklet
- (b) A plumbing apprenticeship completed in an Australian jurisdiction, and one of the following qualifications:
  - (i) Certificate III in Plumbing CPC32413
  - (ii) Certificate III in Plumbing CPC32412
  - (iii) Certificate III in Plumbing CPC32411
  - (iv) Certificate III in Plumbing CPC32408
- (c) A plumbing apprenticeship completed in an Australian jurisdiction, and a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420
- (d) A plumbing apprenticeship completed outside an Australian jurisdiction, and a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420
- (e) A plumbing apprenticeship completed outside an Australian jurisdiction, and a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420 because the applicant has also successfully completed relevant gap training competencies recognised in the National Register on Vocational Education and Training (VET) in Australia
- (f) A Certificate III in Plumbing CPC32420 or a qualification which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate III in Plumbing CPC32420, that was not completed through an apprenticeship, provided the certificate or qualification excludes reliance on recognition of prior learning for any period where unlawful work (including work without the required licence) was carried out
- (g) A plumbing apprenticeship completed in an Australian jurisdiction, and a qualification in plumbing completed prior to 1 January 2011 if the applicant has also completed the following units of competency from the Certificate III in Plumbing CPC32420:
  - (i) CPCPCM2043 – Carry out WHS requirements
  - (ii) CPCCWHS2001 – Apply OHS requirements, policies and procedures in the construction industry; and
  - (iii) CPCPFS3038 – Test and maintain fire hydrant and hose reel installations
- (h) Other.



## 5. TECHNICAL QUALIFICATIONS – PAGE 2 OF 2

### DRAINER LICENCE

#### Drainage qualifications

- (a) A Certificate II in Drainage CPC20720 completed other than through a recognition of prior learning process
- (b) A Certificate II in Drainage CPC20720 completed through a recognition of prior learning process provided the qualification (in whole or part) was not obtained through a recognition of prior learning process that relied on the applicant performing unlawful work (including work without the required licence)
- (c) A qualification, other than a qualification completed through a recognition of prior learning process, which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate II in Drainage CPC20720
- (d) A qualification completed in another country, completed other than through a recognition of prior learning or like process, which has been assessed and verified as at least equivalent to a Certificate II in Drainage CPC20720 because the applicant has also successfully completed relevant gap training competencies recognised in the National Register on Vocational Education and Training (VET) in Australia
- (e) A qualification listed above which has been completed through a recognition of prior learning process provided that the qualification was not obtained through a recognition of prior learning process that relied on the applicant performing unlawful work (including work without the required licence).

#### Plumbing and Drainage qualifications

- (f) A qualification for a plumber's licence as listed in (a) to (f) under Plumbing qualifications on the previous page.
- (g) A plumbing apprenticeship completed in Australian jurisdiction, and a plumbing and drainage qualification completed prior to 1 January 2011 if the applicant has also completed the following units of competency from the Certificate III in Plumbing CPC32420:
  - (i) CPCPCM2043 – Carry out WHS requirements
  - (ii) CPCCWHS2001 – Apply OHS requirements, policies and procedures in the construction industry
- (h) Other.

## 6. INTERSTATE AND NEW ZEALAND LICENCES

Do you currently hold, or have you previously held, a licence permitting you to carry out plumbing or drainage work that was issued by another Australian state or territory, or New Zealand? Yes No

**Ticked YES?** Provide the following details for each licence you hold or held.

Issuing Australian state or territory, or New Zealand


NSW ACT VIC TAS SA WA NT NZ

Licence number Class of licence


Has the licence been cancelled or suspended (i.e. excluding voluntary cancellations and/or circumstances where your licence lapsed or was not renewed)? Yes No

**Ticked YES?** Provide the date licence was suspended or cancelled

D	D	M	M	Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

-  If you have answered **YES** to any of the above questions, please provide copies of all relevant documentation including:
- copies of interstate or New Zealand licences
  - copies of any decisions or proceedings documents if your interstate or New Zealand licence has been suspended or cancelled.

**Reason the licence was suspended or cancelled**

 **Need to provide details of more than one licence?** Attach a document providing these details for each licence to your application.

## 7. APPLICANTS WITH OVERSEAS QUALIFICATIONS

Do you hold a technical qualification and have practical experience in plumbing and/or drainage work obtained in another country?

**No** – go to **section 8**.

**Yes** – please complete the section below.

In addition to the visa and identification requirements covered in section 2, applicants who hold a current licence for plumbing and/or drainage in another country will need to provide the following documentation along with this application form:

- copies of all overseas technical qualifications, including any apprenticeship documentation
- a report from relevant referees detailing your practical experience working in the plumbing and drainage industry in Australia or overseas
- a resumé outlining your experience practising the plumbing and drainage trade.

As part of the licence assessment process, you may also need to undergo a **written, oral or practical examination** at a reasonable location to assess your ability to **competently practise the plumbing and drainage trade**. QBCC will contact you directly if this needs to occur.

### CURRENT OVERSEAS LICENCES

Provide details of the licences you currently hold in the table below

Currently held licences	Licensing authority	Country	Licence number	Expiry date
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### DOCUMENTATION TO SUPPORT APPLICATION



**I have attached the following documentation to support my application:**

A copy of my overseas technical qualifications, including any apprenticeship documentation

A report from relevant referees detailing your practical experience working in the plumbing and drainage industry in Australia or overseas

A resumé outlining my experience practising the plumbing and drainage trade.


## 8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 1 OF 5

### PRIVACY NOTICE – PLEASE READ

The QBCC is collecting your personal information on this form to assess the licence applicant's application and determine whether the applicant is entitled to a licence. This is authorised by the *Plumbing and Drainage Act 2018*. The QBCC may also use your email address to contact you about research and engagement activities for the purpose of improving our services (which you will be able to opt-out of receiving), as well as educational activities.

The QBCC may be required by law to disclose your personal information with other interstate or New Zealand licensing bodies for regulatory or enforcement purposes. Your personal information will only otherwise be disclosed with your consent or as required or authorised by law.

Visit the QBCC Privacy Policy ([qbcc.build/privacy-info](http://qbcc.build/privacy-info)) for more information.


**IMPORTANT – This experience record must be completed by the occupationally licensed person who supervised the applicant's practical experience.**

Provide details of practical experience the **applicant performed under your supervision** while they **held a provisional licence**.  
**Do not complete this section** if the applicant is **applying for a provisional licence based on meeting the technical qualification requirement alone**.

### APPLICANT DETAILS

Title Mr Mrs Miss Ms Other

Full name

### DETAILS OF SUPERVISING LICENSEE

Title Mr Mrs Miss Ms Other

Full name

Licence number

Employer name

### PHONE AND EMAIL

Business phone

Home phone

Mobile phone

Email


### DURATION OF SUPERVISION

**NOTE:** The QBCC requires applicants to have **12 months' licensed experience before they can apply for a licence**. This does not include experience gained during an apprenticeship.

**Applicants may need to submit more than one experience record** if their 12 months' licensed experience has been gained under the supervision of more than one supervising licensee.

I supervised the applicant while they held a provisional licence from

D	D	M	M	Y	Y	Y	Y	to	D	D	M	M	Y	Y	Y	Y


**WARNING: Providing false or misleading information may lead to this licence application being refused, or may lead to compliance and enforcement action against you.**

### SUPERVISING LICENSEE DECLARATION AND SIGNATURE

I declare that:

- the information I am providing in this experience record is true and correct
- I have read and understood the Privacy Notice and Warning included above.

Licensed  
person's  
signature

Date

D	D	M	M	Y	Y	Y	Y

This form must be signed by hand. Digital signatures are not accepted.

**8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 2 OF 5**

Please complete **Parts 1 and 2 for plumbing experience** and **Part 3 for drainage experience**.

Fields marked with an asterisk (\*) are mandatory.

**PART 1 - WATER PLUMBING - SUPERVISOR TO COMPLETE**

Please describe the plumbing work that the applicant performed under your supervision and indicate the period and/or frequency the work was performed. To assist you in completing the form, you may opt to tick the items of work you supervised below.

	M	M		Y	Y	Y	Y										
Commencement of supervised period	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		Completion of supervised period	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

**\*Details of work performed within these dates**

**A) Installing water supply pipes (please select all that apply)**

Steel pipework      Copper pipework      UPVC pipework      Polyethylene pipework

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

**B) Using fabricating, welding and joining methods (please select all that apply)**

Fabricating and welding polymer pipework      Compression joining      Press-fit joining  
Performing oxy-Acetylene braising      Crimping joining      Push-fit joining

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

**C) Installing and commissioning fittings, fixtures, devices and apparatus (please select all that apply)**

Fixtures  
Testable and non-testable backflow prevention devices  
Electric resistance and gas hot water heaters  
Temperature control valves including tempering valves and thermostatic mixing valves

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

**8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 3 OF 5**
**PART 1 - WATER PLUMBING - SUPERVISOR TO COMPLETE**
**D) Installing, maintaining, and testing fire hydrants, fire hose reels, and pump sets (please select all that apply)**

Fire hydrants      Fire hose reels      Pump sets

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

**E) Other water plumbing work (please select all that apply)**

Collecting and storing drinking water      Connecting irrigation systems to water supply

Installing non-drinking water services, including recycled and reclaimed water services

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

**PART 2 - SANITARY PLUMBING – SUPERVISOR TO COMPLETE**

Please describe the plumbing work that the applicant performed under your supervision and indicate the period and/or frequency the work was performed. To assist you in completing the form, you may opt to tick the items of work you supervised below.

Commencement of supervised period    M    M    /    Y    Y    Y    Y    Completion of supervised period    M    M    /    Y    Y    Y    Y

**\*Details of work performed within these dates**

**A) Fabricating, installing, and commissioning sanitary plumbing pipework (please select all that apply)**

UPVC pipework      Copper pipework      High-density polyethylene pipework

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

**B) Installing sanitary plumbing systems (please select all that apply)**

Elevated pipework using drainage principles      Single stack system      Single stack modified system  
Fully vented system      Fully vented modified system      Reduced velocity aerated stack system

How often was the applicant onsite during the project?

Daily      Weekly      Fortnightly      Monthly      Other

8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 4 OF 5

**PART 3 - DRAINAGE – SUPERVISOR TO COMPLETE**

Please describe the plumbing work that the applicant performed under your supervision and indicate the period and/or frequency the work was performed. To assist you in completing the form you may opt to tick the work items of work you supervised below.

Commencement of supervised period	M	M	/	Y	Y	Y	Y	Completion of supervised period	M	M	/	Y	Y	Y	Y
	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**\*Details of work performed within these dates**

**A) Installing drainage pipes (please select all that apply)**

- ☐ UPVC pipework including solvent cement joints and elastomeric seal joints
- ☐ High-density polyethylene pipework
- ☐ Stainless steel pipework
- ☐ Concrete pipework
- ☐ ABS non-pressure pipework
- ☐ Deep trench shoring

How often was the applicant onsite during the project?

☐ Daily      ☐ Weekly      ☐ Fortnightly      ☐ Monthly      ☐ Other

**B) Other work on sanitary drainage systems (please select all that apply)**

- ☐ Installing below ground sanitary drainage systems
- ☐ Locating and clearing blockages in drainage systems
- ☐ Constructing and installing concrete anchor blocks for sanitary drainage
- ☐ Installing articulation in sanitary drainage systems
- ☐ Installing vacuum drainage systems

How often was the applicant onsite during the project?

☐ Daily      ☐ Weekly      ☐ Fortnightly      ☐ Monthly      ☐ Other

**8. EXPERIENCE RECORD – PLUMBER AND/OR DRAINER LICENCE - PAGE 5 OF 5****PART 3 - DRAINAGE – SUPERVISOR TO COMPLETE****C) Effluent treatment and disposal (please select all that apply)**

- ☐ Installing effluent disposal systems
- ☐ Installing pre-treatment facilities
- ☐ Installing sewerage pumping equipment
- ☐ Installing septic tanks and on-site sewage treatment plants
- ☐ Install and maintain domestic water treatment equipment
- ☐ Greywater systems including greywater treatment plant and greywater diversion device

How often was the applicant onsite during the project?

☐ Daily      ☐ Weekly      ☐ Fortnightly      ☐ Monthly      ☐ Other

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**D) Other drainage work (please select all that apply)**

- ☐ Read and interpret drainage plans
- ☐ Positioning and installing access chambers
- ☐ Installing prefabricated inspection openings

How often was the applicant onsite during the project?

☐ Daily      ☐ Weekly      ☐ Fortnightly      ☐ Monthly      ☐ Other

## 9. PAYMENT OF FEES

### FEES

Refer to the **application fee schedule** on the next page for applicable fees.  
You have the option of paying for a **licence duration of 1 to 5 years**.



### LICENCE CARD

You will be issued with a **QBCC licence card** for no additional cost. It will be posted to you once your licence is approved and will arrive separately to the approval letter.

### PAYMENT



Your application fee must be **paid in full** before QBCC will start to process or review your licence application.

**Pay in person** – visit a QBCC Customer Service Centre and use either bank keycard, Mastercard or Visa card to make a payment at the front counter.

**Pay by mail** – if you are posting your licence application to us, you **must complete the credit card details section below**.

**NOTE: QBCC does not accept payment by cash or cheque.**

#### PAYMENT OPTIONS

I will pay by card **in person** at the Customer Service Centre.

**OR**

I will pay by credit card by filling out the card details below and **sending this form by post**.

Name of cardholder

Credit card number 

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 Expiry 

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Total Amount \$

### RETURN YOUR COMPLETED FORM AND ALL DOCUMENTS

Submit your licence application either in person or via post.



**In person:** A full list of QBCC Customer Service Centres can be found on the QBCC website at [qbcc.build/contact-us](http://qbcc.build/contact-us).



**Post:** GPO Box 5099, Brisbane Qld 4001



**For security purposes, do NOT send QBCC forms that include payment details by email.**

### APPLICATION FEE CALCULATION

**Have you already paid the annual administration fee to the QBCC this financial year?**

This only needs to be paid once per financial year per licensee. If you have already paid for a licence application or another licence-related transaction within this financial year, you do not need to pay it again.

**YES – I have already paid the annual administration fee this financial year.** You will only need to pay the licence application fee.

**NO – I have not yet paid the annual administration fee this financial year.** You will need to pay the annual administration fee in addition to the licence application fee.

**Refer to page 17 for a schedule of application fees.**



## APPLICATION FEES SCHEDULE

Effective 1 July 2025 – 30 June 2026

### Which fee do I pay?

Your application fee will be determined by the number of classes you are applying for, the duration of the licence and whether your licence will be a provisional or full occupational licence.

You will also need to pay an administration fee if you have not previously paid it this financial year.

### APPLICATION FEES

#### INCLUDING ADMINISTRATION FEE

Licence Type	1 Year	2 Year	3 Year	4 Year	5 Year
Plumber	\$240.62	\$326.33	\$411.98	\$497.63	\$583.29
Drainer	\$240.62	\$326.33	\$411.98	\$497.63	\$583.29
Combined Plumber AND Drainer	\$402.99	\$488.65	\$574.30	\$659.95	\$745.66
Provisional Plumber OR Provisional Drainer (1 year)	\$153.55	N/A	N/A	N/A	N/A
Combined Provisional Plumber AND Provisional Drainer (1 year)	\$228.85	N/A	N/A	N/A	N/A
Provisional Plumber AND Full Drainer (1 year)	\$315.92	N/A	N/A	N/A	N/A

#### NOT INCLUDING ADMINISTRATION FEE

Licence Type	1 Year	2 Year	3 Year	4 Year	5 Year
Plumber	\$162.37	\$248.08	\$333.73	\$419.38	\$505.04
Drainer	\$162.37	\$248.08	\$333.73	\$419.38	\$505.04
Combined Plumber AND Drainer	\$324.74	\$410.40	\$496.05	\$581.70	\$667.41
Provisional Plumber OR Provisional Drainer (1 year)	\$75.30	N/A	N/A	N/A	N/A
Combined Provisional Plumber AND Provisional Drainer (1 year)	\$150.60	N/A	N/A	N/A	N/A
Provisional Plumber AND Full Drainer (1 year)	\$237.67	N/A	N/A	N/A	N/A

Licence fees and charges increase on 1 July each year due to indexation in line with legislative requirements.

You can contact us to find out details about specific fees, charges or prices.

These are the applicable fees under the *Plumbing and Drainage Act 2018*.

You will not be issued with a tax invoice.

## ASSOCIATED QBCC ACT LICENCES

### Do you hold a plumbing or drainage licence as a contractor, nominee supervisor or site supervisor under the QBCC Act?

Individuals who hold one of these QBCC licences are not required to pay a fee if they apply for, restore or renew a range of corresponding occupational licences under the Plumbing and Drainage Act (PD Act).

If you hold a licence class listed in the first column in the table below, you will not have to pay a fee to apply for, restore or renew any of the occupational licences listed in the second column.

LICENSEES WITH THESE QBCC ACT LICENCE CLASSES	ARE NOT REQUIRED TO PAY FOR THESE PLUMBING AND DRAINAGE ACT LICENCES
<ul style="list-style-type: none"> <li>Plumbing and drainage</li> <li>Plumbing and draining restricted to plumbing</li> <li>Plumbing and drainage restricted to tanks—water supply</li> </ul>	→ Plumber
<ul style="list-style-type: none"> <li>Plumbing and drainage</li> <li>Drainage</li> </ul>	→ Drainer
<ul style="list-style-type: none"> <li>Gas Fitting</li> </ul>	→ Water plumber—gas
<ul style="list-style-type: none"> <li>Irrigation</li> </ul>	→ Water plumber—irrigation
<ul style="list-style-type: none"> <li>Fire protection—water-based fire system stream—install and maintain</li> <li>Fire protection—water-based fire system stream—install and maintain—restricted to commercial and industrial types</li> </ul>	→ Water plumber—fire protection (hydrants and hose reels)
<ul style="list-style-type: none"> <li>Fire protection—water-based fire system stream—install and maintain</li> <li>Fire protection—water-based fire system stream—install and maintain—restricted to commercial and industrial types</li> </ul>	→ Water plumber—fire protection (commercial and industrial types)
<ul style="list-style-type: none"> <li>Fire protection—water-based fire system stream—install and maintain</li> <li>Fire protection—water-based fire system stream—install and maintain—restricted to commercial and industrial types</li> </ul>	→ Water plumber—fire protection (domestic and residential types)
<ul style="list-style-type: none"> <li>Drainage—on-site sewage facility maintenance</li> </ul>	→ Drainer—on-site sewage facility (maintenance)
<ul style="list-style-type: none"> <li>Drainage—on-site sewage facility maintenance installation</li> </ul>	→ Drainer—on-site sewage facility (maintenance installation)
<ul style="list-style-type: none"> <li>Mechanical services plumbing</li> </ul>	→ Water plumber—water sanitary

Licensees who only hold a plumbers, drainers or restricted occupational licence under the PD Act must pay all prescribed fees for their occupational licence.

Licensees applying for an endorsement on a licence are required to pay the application fee for an endorsement and an administration fee (where applicable). For more information go to [qbcc.build/pd-endorsements](http://qbcc.build/pd-endorsements).