

Dear ,

APPLICATION FOR PRACTISING CERTIFICATE «YRAPPLY»

1. I wish to inform you that your practising certificate will expire on 31st December 2017 if you are holding one for the current year.
2. I would like to remind you that clause 18(1) of the Architects Act stated that "where a registered architect desires to engage in the practice of architecture in Singapore after 31st December of any year, he/she shall not later than 1st December of that year, apply for a practising certificate authorising him/her to engage in the practice of architecture during the ensuing year." A copy of the Application Form is attached for your application.
3. We would also like to draw your attention to the following -
 - a. Principal and any other address or addresses of practice in Singapore shall be stated.
 - b. Any change in such addresses shall be notified by you to the Registrar within two weeks of such change and an endorsement of such change shall be obtained from the Board of Architects.
 - c. Application made after 1st December 2017 shall accompany a fee of **S\$50.00**, in addition to the fee of **S\$250** prescribed.
4. If you are not applying for practising certificate 2018, you are requested to update your particulars and return Appendix I to the Registrar for our records.

REGISTRAR
BOARD OF ARCHITECTS

This is a computer generated form. No signature is required.

----- DO NOT DETACH -----

Please return this whole application form 4

**THE ARCHITECTS ACT 1991
(No. 22 of 1991)
THE ARCHITECTS RULES 1991**

APPLICATION FOR PRACTISING CERTIFICATE 2018

I,

of

apply to the Board of Architects for the issue to me of a practising certificate authorising me to engage in the practice of architecture in Singapore during the year ending on 31st December 2018.

1. I was registered as an architect under the Architects Act on 01/01/2017 and my registration has not been cancelled. My name is still on the Register of Architects.

*2. I *(am practising/intend to practise) under *(the firm name of _____ /alone on my own account/in partnership.

*2. I *(am employed by/about to be employed by/a director of) _____ in Singapore.

3. During the abovementioned period, the principal address and other addresses (if any) at which I will practise in Singapore are -

Principal address

Name Of Principal Practice

Other address

Name of Other Practice (if any)

4. I am neither an undischarged bankrupt nor do I have a receiving order in bankruptcy in force against me.

5. I enclose the fee of *S\$250.00/S\$300.00 (*cash/Cheque No. _____ /Bankdraft No. _____ made payable to **Board of Architects**).

Dated this _____ day of _____ 20__

Signature of Applicant

* Delete whichever is not applicable

FOR OFFICIAL USE ONLY

Fee received \$250 (Application on or before 1st December) []
 \$300 (Application made after 1st December) []

Receipt Date. _____

Receipt No. _____

Practising Certificate No. _____

Issued On : _____

Application was (Approved/Disapproved)

Control No : _____

CONFIDENTIAL

The following are your particulars in our records. Please check and update where necessary. This appendix I to Form 4 must be returned with the application.

Registration No** :
Our Reference** :
Name :
NRIC/Passport No :
Nationality :
Residential Status :

Home Address :

Personal Email :

Home Telephone :
Marital Status :

Qualification :
Other Qualifications (1) :

Other Qualifications (2) :

Membership of Professional :
Institutions :

Country of Practice :
Sector of Practice : Private

Professional Status : Director

Name of Firm :
Address of Firm :

Firm DID :
Firm Telephone :
Firm Fax :
Firm File No** : 104.00
Firm Type :
Firm Email :
Web-site :

I have checked that my personal particulars above are *correct/amended and I am *applying/not applying for a practising certificate 2018.

Signature of Applicant

* Delete whichever is not applicable
** For Official Use Only