

PATHWAY 3

APEC ARCHITECT - INITIAL REGISTRATION APPLICATION FORM

This application form is for APEC Architects from economies with which New Zealand has a bilateral cross-border registration arrangement under the APEC Architect framework. APEC Architects from these economies are entitled to registration in New Zealand subject to a domain specific assessment to ensure that they have sufficient knowledge of any aspects of the architectural process in New Zealand that are specific to New Zealand.

To apply for registration in New Zealand via Pathway 3 the fee is NZ\$632.50 (GST included). Please see the last page of this application form regarding payment of the fee.

A complete application includes this fully completed application form, the required attachments and the fee. The application will not be processed until everything is received in full.

All questions in the application form must be answered.

Please write N/A if this is an appropriate response for you to any question in this form

COMPLETE THIS FORM, INCLUDE THE REQUIRED ATTACHMENTS AND YOUR PAYMENT AND SEND IT TO:

(Please Note: Do NOT bind or double side this form)

OR YOU MAIL EMAIL IT TO: info@nzrab.org.nz

(in colour, A4, pdf, single sided)

**The Administration Officer
NZRAB
PO Box 11106
Wellington, 6142
New Zealand**

Database No.	<i>(For Office Use)</i>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <i>(Glue recent passport photo here)</i> </div>
Title <i>(Mr, Ms, etc)</i>		
First Name		
Middle Name(s)		
Last Name		
Prefer to be Known by		

PERSONAL CONTACT DETAILS

Suite, Flat or Apartment No.	
Street Address	
Suburb	
City	
Post Code	
Country	
Email: Preferred	
Phone	
Mobile	

PRACTICE OR COMPANY ADDRESS	
PRACTICE OR COMPANY NAME	
Suite or Unit No.	
Street Address	
Suburb	
City/State	
Post Code	
Country	
Phone	
Fax	
Web Site	www.
Work – direct dial	

PRACTICE OR COMPANY POSTAL ADDRESS	
PO Box	
Suburb	
City/State	
Postcode	
Country	

DATE & PLACE OF BIRTH	
Date of Birth (day/month/year)	
Place of Birth	

AUTHORISATION TO PUBLISH CONTACT DETAILS	
<p>The Act requires that the name, registration number, expiry date and any penalty imposed in the last 3 years must be made available to the public. The NZRAB makes this information available via the website at www.nzrab.org.nz.</p> <p>To assist the public choose a suitable Registered Architect, your practice name, phone numbers and email address can also be shown on the register. Please tick one of the options opposite to indicate your preference. (Tick one box only).</p>	<p><input type="checkbox"/> I consent to have additional contact details available to the public via the NZRAB web register;</p> <p>OR</p> <p><input type="checkbox"/> I consent to have additional contact details available to the public via the NZRAB web register, but not my email address;</p> <p>OR</p> <p><input type="checkbox"/> I do not want my contact details available to the public.</p>

COMMUNICATIONS	
<p>Please indicate the address you would prefer to receive communication from NZRAB. My preferred postal address is: (Tick one box only).</p>	<p><input type="checkbox"/> Personal</p> <p>OR</p> <p><input type="checkbox"/> Practice or company</p>

QUALIFICATIONS

List all your relevant tertiary qualifications, for example University Degrees, Diplomas and other additional tertiary education.

Qualification		Qualification	
Institution		Institution	
Country		Country	
Year awarded		Year awarded	

REGISTRATION CERTIFICATE

Please attach a certified copy of your current registration certificate, or a letter from the registration authority in your home economy verifying that you have a current registration. *(The copy should be certified by the person authorised to sign your statutory declaration).*

Certificate attached

CV or WORK HISTORY

Please attach a copy of your current Curriculum Vitae or a work history. *(The copy should be certified by the person authorised to sign your statutory declaration).*

CV or work history attached

APEC ARCHITECT REGISTRATION

Please attach a certified copy of your APEC Architect certificate from your home economy, or a letter from the registration authority in your home economy verifying that you are an APEC Architect. *(The copy should be certified by the person authorised to sign your statutory declaration).*

Certificate or letter attached

CONVICTIONS

Provide details of any convictions by any Court in New Zealand or elsewhere for an offence punishable by imprisonment for a term of 6 months or more.

REFEREES

Please record the contact details of two independent referees. "Independent" means not a family member. In addition, one referee must not be a business partner or your employer/manager. An NZRAB Board member or Assessor cannot be a referee. That apart, you are entitled to nominate whoever you wish.

Name	
Phone	
Email	
Name	
Phone	
Email	

DISABILITY:

Please inform the Board in writing and provide the Board with evidence of any disability that you would want the Board to take into consideration.

FOR STATISTICAL PURPOSES:

Please tick/mark your ethnicity:

- NZ European
- Maori
- Samoan
- Cook Island Maori
- Tongan
- Niuean
- Chinese
- Indian
- Other
- Decline to answer

ATTACHMENTS CHECKLIST *(Please tick box)*

- Each field in the application form is completed, even if this is N/A (Not applicable)
- A certified copy of my current registration as an Architect in other jurisdictions
- A certified copy of my curriculum vitae
- Certified evidence of my APEC Architect certification
- Evidence of any disability *(if applicable)*
- Advice on how the fee has been paid *(Cheque/credit card/direct credit – see last page)*

FOR FURTHER INFORMATION:

Visit - www.nzrab.org.nz

E-mail - info@nzrab.org.nz

Phone - +64 4 471 1336

Please retain a copy of your application and attachments.

DECLARATION

The following declaration must be signed in the presence of a person authorised to witness Statutory Declarations (e.g. a Justice of the Peace, Solicitor, Lawyer or other person certified to take statutory declarations).

<p>Applicant:</p>	<p>I, (Print Full Name): _____</p> <p>Do solemnly and sincerely declare that:</p> <ul style="list-style-type: none">● All the information contained in this application and the attachments is true and correct.● I have attached certified copies of my current overseas registration, curriculum vitae and APEC Architect certification.● I have met the required level of competency to be registered on the New Zealand Registered Architects Register in accordance with the Registered Architects Act 2005.● I will adhere to the Registered Architects Rules 2006; including the Code of Minimum Standards of Ethical Conduct for Registered Architects (attached).● I understand that the personal information supplied in this form has been collected for a lawful purpose connected with a function or activity of the NZRAB and it is necessary to collect this information for that purpose.● And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Oaths and Declarations Act 1957. <p>Signature of Applicant: _____</p> <p>Date: _____</p>
<p>Authorised witness:</p> <p><i>(I have checked all of the documentation and certified that which is required)</i></p>	<p>Declared at (City): _____</p> <p>This: _____ day of _____ 2.....</p> <p>before me a: _____ (Justice of the Peace/ Solicitor/ Lawyer or other person authorised to take a statutory declaration)</p> <p>Signature: _____</p> <p>Full Name (please print): _____</p> <p>(* Please delete that which is not required)</p>

Standards related to the public

46. Not misrepresent himself or herself

A registered architect must not represent or promote himself or herself, his or her business, or his or her professional services in a false, fraudulent, misleading, or deceptive manner.

47. Uphold the law

A registered architect must abide by the professional codes of ethics and conduct and laws in force in the countries and jurisdictions in which he or she provides professional services.

Standards related to client

48. Exercise unprejudiced and unbiased judgement

A registered architect must exercise unprejudiced and unbiased judgement.

49. Care and diligence

A registered architect must perform his or her professional work with due care and diligence.

50. Terms of appointment

A registered architect must not undertake professional work unless the registered architect and the client have agreed the terms of the appointment, which may include but need not be limited to:

- (a) scope of work:
- (b) allocation of responsibilities
- (c) any limitation of responsibilities
- (d) fee, or method of calculating it, and terms of trade
- (e) any provision for termination
- (f) provision for professional indemnity insurance

51. Remuneration and inducements

A registered architect must:

- (a) be remunerated solely by the fees and benefits specified in the appointment or employment agreement; and
- (b) not offer any inducements to procure an appointment.

52. Confidentiality of client's affairs

- (1) A registered architect must observe the confidentiality of the client's affairs and must not disclose confidential information without the prior consent of the client.
- (2) Subclause (1) does not apply if the registered architect is required by law to disclose that information.

53. Conflict of interest

A registered architect must disclose to clients, owners, or contractors significant circumstances known to the registered architect that could be construed as creating a conflict of interest. The registered architect must ensure that the conflict does not interfere with the registered architect's duty to render unprejudiced and unbiased judgement.

Standards related to profession

54. Act with honesty and fairness

A registered architect must pursue his or her professional activities with honesty and fairness.

Standards related to other registered architects

55. Acknowledge colleagues' contributions

A registered architect must:

- (a) build his or her professional reputation on the merits of his or her own performance; and
- (b) not claim as his or her own the intellectual property and ideas of other registered architects.

56. Not maliciously or unfairly criticise

A registered architect must not maliciously or unfairly criticise or attempt to discredit another registered architect's work.

57. Conflicts of professional appointment

A registered architect must, on being approached to undertake professional work for which he or she knows, or by reasonable inquiry ascertains, that another registered architect has a current appointment with the same client, notify the other registered architect.

58. Giving an opinion on the work of another registered architect

A registered architect must, when appointed to give an opinion on the work of another registered architect, notify the other registered architect unless the appointed registered architect is aware of any current or pending litigation concerning the work that is the subject of the opinion.

The fee to apply for registration in New Zealand via Pathway 3 is NZ\$632.50 incl GST.

A complete application includes the fee and the application will not be processed until the fee is received in full.

Payment can be made by either of the following methods:

A New Zealand cheque payable to NZRAB and mailed to the NZRAB;

or

Visa or MasterCard credit cards through the facility on the Board's website www.nzrab.org.nz/store/;

or

Electronic transfer to: NZRAB – ASB – Wellington. Please use as a bank transfer reference:

'P3 APEC' and your **'surname'**.

NZRAB BANK DETAILS:

12	3192	0032560	00
Bank	Branch	Account	Suffix

Note: For payments made from overseas banks the Swift Code is **ASBNZ2A**. Please instruct your bank that, in addition to your fee, you will also pay the bank charges for both your bank and the NZRAB's receiving bank in New Zealand.

Please indicate the method of payment and date payment made: