



Fair
Trading

REFUND REQUEST FORM

DEREGULATION OF HOME BUILDING LICENCE CLASSES

Not all licence/certificate holders affected by the deregulation of some home building licence classes on 16 September 2009 are entitled to receive a refund of licence renewal fees. NSW Fair Trading only charges a single renewal fee regardless of whether you hold multiple licence classes. Generally you will only be eligible for a refund of renewal fees if the recent deregulation of licence classes means that you no longer hold a Home Building licence.

To claim your refund you must return your licence card with this claim form.

Licence number/s:	_____
Name on card :	_____
Phone number :	_____
Current Address:	_____
	_____ Post Code: _____

- Check list:
- Licence card/s attached
 - Current contact phone number is provided
 - Current mailing address is provided

Please note that Tradesperson and Qualified Supervisor certificate holders must also return their cards but cannot claim a refund as they are not charged renewal fees.

This form should be taken to a Fair Trading Centre or mailed to:
Home Building Service P.O.Box 261 Parramatta 2124