

Removal of Third Party Authorisation

(Building and Plumbing)

Form

Use this form to remove a previously authorised third-party.

Authorised Person Details

First name*

Middle name

Surname*

Date of birth*

Company name (if applicable)

ABN/ACN (if applicable)

Email*

Mobile number*

Address*

Suburb*

State*

Postcode*

Practitioner Details

First name*

Middle name

Surname*

Date of birth*

Email*

Mobile number*

Address*

Suburb*

State*

Postcode*

Practitioner Registration(s) or Licence(s)*



Declaration

If you wish to remove a back office worker, complete the back office worker declaration below. If you wish to remove an authorised third party from making enquiries regarding your VBA licence(s) and registration(s) or application(s), and changes to your contact information, complete the general declaration below.

Back Office Worker (plumbing only)

I hereby authorise the removal of the person mentioned above to act on my behalf in the following method(s):

- To update and edit Compliance Certificate details prior to lodgement
- To purchase Compliance Certificates on my behalf
- To make drain and recycled water bookings on my behalf

General (building and plumbing)

I hereby authorise the removal of the person mentioned above to act on my behalf in the following method(s):

- Seek information about my registration(s)/licence(s) or application(s)
- Make changes to my contact details

I acknowledge that:

I have read and understood how VBA manages my personal information as stated by [VBA's Privacy Collection notice](#)

Signature - Licensed/Registered Practitioner

Date of signature

How to submit your form

Please fill out your form, sign and submit your form.

By mail:

Victorian Building Authority
GPO Box 536 Melbourne VIC 3001

In person at the VBA:

Goods Shed North
733 Bourke Street Docklands VIC 3008

By email:

Building
buildingreg@vba.vic.gov.au
Plumbing
plumbingreg@vba.vic.gov.au