



Consumer and Business Services

Attorney-General's Department

Licensing and Registration

4 March 2020

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STUART PATTERSON
PO BOX 5030
HEIDELBERG WEST VIC 3081

Dear MR PATTERSON

Thank you for renewing your licence/registration as a Building Work Contractor/Supervisor. Your new photographic licence/registration card(s) is attached. Please note your licence/registration number which appears on the front of the card and the scope of your licence/registration (including any limitations if relevant) on the reverse.

Confidential Communication

Your client ID number is 403543 and should be used for confidential communication with this Office.

Digital Licence

Digitise your licence or registration to ensure you have your card on you at all times. Download the free mySA GOV app (my.sa.gov.au) to your smartphone or tablet and never be caught without your licence.

Change of Address Reminder

If you change your residential, postal or business address, please notify in writing by post or email occupational@sa.gov.au within 14 days of the change occurring. Please quote your client ID in all correspondence.

Legal Obligations

You should be aware of your legal obligations under the *Building Work Contractors Act 1995* and its regulations.

Licence/Registration Renewal

We will send you a renewal return at least one month prior to the expiry date on your licence/registration card. It is your responsibility to renew your licence/registration by this date.

Surrender of Licence/Registration

If you do not wish to renew your licence and/or registration, please notify us in writing of your intention to surrender and enclose your licence/registration card(s). You can surrender at any time. However, if you apply for a new licence/registration in the future, you will be required to meet the licence/registration criteria current at that time.

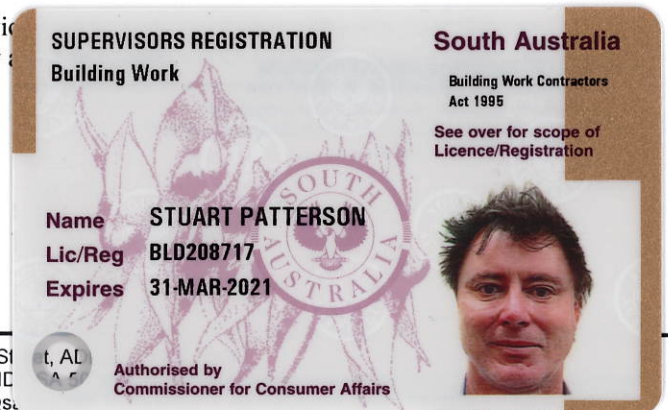
Business Hours

Our business hours are between 9.00am and 5.00pm, Monday to Friday (excluding public holidays).

Customer Feedback

The Licensing and Registration branch of Consumer and Business Services encourages your suggestions lets us know when we've succeeded in our service delivery or if you have any feedback by telephone, in person or in writing so that we can better serve you.

COMMISSIONER FOR CONSUMER AFFAIRS



Customer Service Centre, 91 Grenfell St
GPO Box 1719, ADELAIDE
Email: occupational@sa.gov.au
Telephone: 131 882

