



**Employer Details**

Company:	
Contact Person:	Job Title:
Billing Address:	Phone:
	Mobile:
	Email:

Is your organisation a member of Civil Contractors Association of New Zealand?  Yes  No

If not, would you like to speak to somebody from CCNZ regarding membership?  Yes  No

**Applicant Details**

Name:	
Home Address:	Phone:
	Mobile:
	Email:
	Date of Birth:

**Emergency Contact**

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Recertification Process**

Please specify the process you will be recertifying through.

- Standard Recertification (applicant holds a current Civil Trades Certificate and has been employed in the industry for at least 18 months over the past 3 years)
- Recertification Evaluation (applicant holds a current Civil Trades Certificate and has been employed in the industry for less than 18 months over the past 3 years or holds an expired Civil Trades Certification and has more than 18 months work experience)
- Full Trade Certification Evaluation (applicant holds an expired Civil Trades Certificate and has been employed in the industry for less than 18 months over the past 3 years)

**Preferred Evaluator (if applying for Recertification Evaluation or Full Trade Certification Evaluation)**

Please specify your preferred Civil Trades Evaluator if you have one or advise who your qualification assessor is:

**Proof needed for Standard Recertification process (all below proof must be submitted)**

- Copy of current Civil Trades Certificate  Letter from your employer confirming 18 months in the industry over the past 3 years

**Proof needed for Recertification Evaluation process (all below proof must be submitted)**

- Copy of current or expired Civil Trades Certificate  Letter from your employer confirming 6 months work experience within the industry

**Proof needed for Full Civil Trades Certification Evaluation process (all below proof must be submitted)**

- Copy of current or expired Civil Trades Certificate  Employer recommendation  Work history

**Recertification Details**

Please indicate below the recertifications being applied for (only tick qualifications held):

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**Civil Trades Recertification in Road Construction and Maintenance with Endorsements in:**

- Concrete (Non-structural)  Earthworks  
 Road Maintenance  Forestry Earthworks  
 Road Construction
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**Civil Trades Recertification in Road Surfacing with Endorsements in:**

- Bituminous Spraying Operations  Bituminous Mixing Operation  
 Binder Manufacturing Operation  Bitumen Surfacing Construction  
 Chipseal  Bituminous Mixes  
 Slurry
- 

**Civil Trades Recertification in Pipeline Construction & Maintenance with Endorsements in:**

- Trenched  Trenchless Technologies  
 Water / Drinking Water  Wastewater & Stormwater
- 

**Civil Trades Certification in Infrastructure Works:**

- Pipe Installation
- 

**Civil Trades Recertification in Infrastructure with Endorsement in:**

- Piling
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**Civil Trades Recertification in Road Marking with Endorsement in:**

- Testing

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**Signatures**

**Employer representative:** (signed on behalf of the employer)

We agree to support this Trade Certification application and we agree to be responsible for the application fee.

\$ \_\_\_\_\_ Purchase Order Number: \_\_\_\_\_

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(Please see fees on page 3)

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Employer representative name (please print)	Signature	Job title
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**Applicant:**

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Applicant's name (please print)	Signature	Job title
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In signing this, the Applicant agrees that the Civil Trades Board may use the Applicant's name and image in promotional material online and/or in print.

Please tick if you do NOT wish your name and image to be used.

Please return this form to [info@civiltrades.co.nz](mailto:info@civiltrades.co.nz)

**Recertification Fees**

All current members of Civil Contractors NZ (CCNZ) qualify for a discounted recertification rate. If your company (or employer) is not a member of CCNZ and would like to join, go to [www.civilcontractors.co.nz](http://www.civilcontractors.co.nz) to find out more.

Please note - all of the below fees are excluding GST.

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**CCNZ member fees**

Standard Recertification process \$300.00

Recertification Evaluation process \$375.00

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**CCNZ non-member fees**

Standard Recertification process \$375.00

Recertification Evaluation process \$500.00

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