



LICENSED BUILDING PRACTITIONERS

Apply for licensing

Before applying to become licensed, you should read the [licensing competencies within the LBP Rules](#). These will identify the type of residential building work you will need to show to become licensed.

The easiest way to apply to become an LBP is to [apply online](#).

For most classes of licensing, there are three pathways to apply to become an LBP:

1. [Qualified application](#)
2. [Standard application](#)
3. [Trans-Tasman Mutual Recognition Agreement \(TTMRA\)](#)

Qualified application

Use the Qualified application if you hold a recognised qualification in the licensing class that you are applying for. Please refer to the list of recognised qualifications in the [LBP rules](#).

You are unable to apply for Design licensing using this process.

The Qualified application process confirms you have undertaken formal study which contributes to your ability to meet the licensing competencies. Having a qualification does not automatically make you eligible for a license - you will also need to provide and discuss relevant, recent building projects that relate to the licensing class competencies you are applying for.

Before submitting a Qualified application, please read the following resources:

- [LBP rules recognised qualifications list](#)
- [Understanding the regulatory environment booklet \[1.6 MB PDF\]](#)
- [Information on the Qualified Practitioner assessment process \[116 KB PDF\]](#)
- [What referees do I need to provide? \[116 KB PDF\]](#)

IMPORTANT NOTE: If you are applying using the Qualified application process you must provide a certified copy of your qualification. This means that you will need to take a photocopy and the original of your qualification to either a Justice of the Peace; solicitor; court registrar, or any person able to take a statutory declaration.

If you are unable to locate your original qualification, you may be able to obtain a copy from one of the following organisations:

- NZQA (New Zealand Qualification Authority)
www.nzqa.govt.nz or 0800 69 72 96
- TEC (Tertiary Education Commission)
www.tec.govt.nz or 0800 60 13 01

Standard application

The standard application process is available if you are applying for Design licensing or if you do not hold a recognised qualification. It is an experience based application and requires you to provide information on your previous work history, jobs you have recently completed, and referees who can discuss what work you did on those jobs.

If you hold a recognised qualification, it may be quicker to submit a Qualified application as the process takes less time than a Standard application.

Before submitting a Standard or Design application, please read the following resources:

- [Information on the Standard application assessment process \[116 KB PDF\]](#)
- [Information on the Design application assessment process \[110 KB PDF\]](#)
- [What projects should I provide? \[242 KB PDF\]](#)
- [What referees do I need to provide? \[116 KB PDF\]](#)

**APPLY ONLINE NOW
TO BECOME AN LBP**

Can't use the online system? [Click here](#) for other options.

Trans-Tasman Mutual Recognition agreement application

A person holding an Australian State design or trade related licence can apply for New Zealand licensing under the Trans-Tasman Mutual Recognition Act 1997 (TTMRA). This works on the basis that an Australian State builder's licence is equivalent to licensing under the New Zealand Licensed Building Practitioner (LBP) scheme.

Not all Australian licences correspond to a New Zealand licensing class.

Information on applying under the TTMRA can be located here:

- [Information for Australian builder licence holders](#)

Withdraw an application

If you wish to withdraw an application you have submitted you will need to complete the 'Withdraw application form'.

- [Download | Withdraw application form \[243 KB PDF\]](#)