



**Architects' Association
of
New Brunswick**

P.O. Box 5093
Sussex, New Brunswick
E4E 5L2

**APPLICATION FOR LICENSE FOR
ARCHITECTS LICENSED/REGISTERED IN CANADA**

Name of Applicant (please print)

Date of Application

APPLICATION FOR LICENCE FOR ARCHITECTS LICENSED/REGISTERED IN CANADA

INSTRUCTIONS FOR COMPLETING APPLICATION

1. **APPLICATION APPROVAL** – Please allow 3-5 weeks for processing your application from the date of receipt of the completed application and all required documentation. An incomplete application will be delayed as it will be returned for completion.
2. **COMPLETION OF APPLICATION** - All Sections of the application are to be completed and should be typed or printed clearly. The original form must be returned. An application received via facsimile will not be accepted.
3. **VERIFICATION OF ITEMS SUBMITTED** - All documentation submitted will be verified.
4. **LICENCE HISTORY** – Indicate License status in all jurisdictions where a License is currently held or was previously held. Identify any License not currently in good standing and give the particulars. Include foreign memberships. Attached supplementary sheets if necessary.
5. **LICENCE TERM** – January 1st – December 31st each year. All licenses must be maintained for one year following substantial completion of a project.
6. **CONFIRMATION OF REGISTRATION/LICENCE** – Please have your resident association complete and forward to the AANB, a Confirmation of Registration/License. Processing of the Application for License will only proceed after receipt of the completed and certified form directly from the Licensing Authority where the applicant is currently licensed.
7. **FEES** -
 - a) Application Fee: A one-time administration fee is required for processing your application. The fee is \$287.50 (\$250.00 + \$37.50 HST). If your application is not approved, the fee is not refunded.
 - b) Membership Fee: For the period of January 1 - December 31 is \$851.00 (\$740.00 + \$111.00 HST)
 - c) Reinstatement Fee: (*if applicable*)
Members in good standing who have allowed their membership to lapse for a period of not more than three (3) years shall be assessed fees and dues consisting of:
 - dues in arrears for the year(s) of lapsed membership
 - dues for the current year

All Fees must accompany the completed application form.



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A. IDENTIFICATION

1. Name in Full: _____
Surname First Name Middle Name(s)
2. Residence Address: _____
Street Apt. No.

City Province/Territory Country Postal Code
3. Place of Business: _____
Firm Name

Street

City Province/Territory Country Postal Code
4. Address for Correspondence: Residence Business
5. Residence Tel: () _____ Business Tel: () _____
6. Email: _____
7. Date of Birth: _____ (Attached copy of proof)
(Month/Day/Year)
8. Country of Origin: _____
9. Languages: English French Other _____
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B. LICENCE HISTORY *(Use supplementary sheets if necessary)*

1. Jurisdiction in which **first** License issued:

Jurisdiction	License Number	Date License Issued

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2. List all jurisdictions in which you **currently** hold a License:

Jurisdiction	License Number	Date License Issued

3. List all jurisdictions in which you **previously** held a License and provide the reason you no longer hold a license in those jurisdictions:

Jurisdiction	Licence Number	Date Licence Issued	Date Resigned/ Cancelled	Reason Resigned/ Cancelled

4. Have you ever been denied a License? Yes No
5. (a) Has your License ever been suspended or revoked? Yes No
- (b) Had your License ever been cancelled? Yes No
6. Have you resigned your membership in any organization of architects or allowed your License to lapse for any reason? Yes No
7. Have you ever been convicted of an offence which may be relevant to your suitability to practice architecture? Yes No
8. (a) Have you ever been found guilty of professional misconduct or incompetence? Yes No
- and/or**
- (b) Is your conduct or competence presently the subject of proceedings? Yes No
9. Was your conduct or competence under review at the time of your resignation or cancellation? Yes No
10. Have you been issued a License in any jurisdiction which is subject to any Terms, Conditions or Limitations? Yes No

If you have answered "yes" to questions 4 to 10., use a supplementary sheet to provide dates and details.

Communications

I agree to subscribe to the AANB E-Bulletin, which is issued periodically.

Yes No

English French

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C. DECLARATION

I DO SOLEMNLY DECLARE:

THAT I am applying for a License under the Architects Act & By-Laws of the Architects' Association of New Brunswick;

THAT I agree to comply with the Architects Act, the Regulation and By-Laws, all as amended;

THAT I understand that only a holder of a Certificate of Practice is permitted to offer and/or provide to a member of the public a service that is part of the practice of architecture;

THAT the facts set out in this Application for License are true and correct in every particular;

AND I MAKE THIS solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath;

IN ADDITION, I hereby consent and authorize the (name of Regulator) to release and disclose to the jurisdiction to which I am making this Application for License, all information and documents that in any way relate to any past, current or pending investigations or proceedings involving my conduct or competence.

Signature of Applicant

Date



Architects' Association of New Brunswick
Primary Continuing Education Reporting Jurisdiction
Declaration Form

In order to ensure Architects who are licensed in multiple jurisdictions in Canada do not record their Continuing Education (CE) activities on multiple transcripts (unless they prefer to do so), the AANB has developed this form to allow AANB members outside of New Brunswick the opportunity to record their CE activities on a transcript in a Province/Territory of their choice other than New Brunswick or their home jurisdiction. Upon receipt of the completed Declaration Form, the AANB will communicate directly with the selected jurisdiction to ensure CE compliance.

Below is a listing of organizations to which this opportunity applies.

I wish to designate one of the following as my Primary CE Program Reporting Jurisdiction:

- Alberta Association of Architects (AAA)
- Architects' Association of New Brunswick (AANB)
- Architects' Association of Prince Edward Island (AAPEI)
- Architectural Institute of British Columbia (AIBC)
- Manitoba Association of Architects (MAA)
- Newfoundland and Labrador Association of Architects (NLAA)
- Northwest Territories Association of Architects (NWTAA)
- Nova Scotia Association of Architects (NSAA)
- Ontario Association of Architects (OAA)
- Ordre des architectes du Québec (OAQ)
- Saskatchewan Association of Architects (SAA)
- Other (please name) _____

I confirm to the AANB that:

1. I am a registered/licensed member of the Primary CE Reporting Jurisdiction noted above (Registration/Licence # _____).
2. I am solely responsible for complying with the continuing education requirements of the Primary CE Reporting Jurisdiction.
3. I authorize my Primary CE Reporting Jurisdiction to release to the AANB information that is relevant to my compliance with their continuing education program.
4. I recognize that I must comply with the Primary CE Reporting jurisdictions requirements specified by the primary jurisdiction.
5. I recognize that information falsely reported in another Province/Territory will be recorded as non-compliance with the AANB's CE Program which may lead to potential disciplinary action.

Name Printed: _____

Signature: _____ Date: _____