



## ▶ VOLUNTARY SUSPENSION APPLICATION FORM

### Instruction on how to use this form:

Download and save this form to your computer then enter the details. All information fields must be completed, including your signature. Click in the first blue shaded box and type. You may then tab or click into the next box.

Email a pdf copy to [info@nzrab.org.nz](mailto:info@nzrab.org.nz). Or alternatively post a hard copy to NZRAB, PO Box 11106, Manners Street, Wellington, 6142. Don't forget to keep a copy for yourself.

To the New Zealand Registered Architects Board

I, \_\_\_\_\_ (name in full)

\_\_\_\_\_ (Registration number)

request that my registration as a New Zealand Registered Architect be placed in voluntary suspension for the period (must be between one and five years):

\_\_\_\_\_ (date to begin)

to

\_\_\_\_\_ (date to end)

I agree that while I am in voluntary suspension:

- I will not describe myself as a (New Zealand) Registered Architect, either in New Zealand or overseas
- I will not describe myself as an architect in the context of designing buildings, preparing plans and specifications for buildings, or supervising the construction of buildings in New Zealand.

I agree that, as far as is practicable, while in voluntary suspension any marketing material or other information describing me as an architect must be removed from websites, catalogue advertising (e.g. Yellow Pages), brochures, practice invoices, business cards etc.

I agree that while in voluntary suspension I will not provide building design services under a trading name which implies that I am an architect.

I am aware that while I am in voluntary suspension I am entitled to do and record CPD via the NZRAB's CPD framework in the normal way.

I will ensure my contact details are kept up to date with NZRAB.

I am aware that if more than five years have elapsed since I was either first registered or last had a Competence Review, then prior to my registration being reactivated, I will need to undertake a Continuing Registration Competence Review, with a face-to-face interview.

I also understand that if my period in voluntary suspension has ended, more than five years have elapsed since I was either first registered or last had a Competence Review and I cannot be contacted, then 12 months later my registration will be cancelled.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please use the Fill and Sign tools in Adobe Reader to sign the document. For help please refer to <http://helpx.adobe.com/reader/using/sign-pdfs.html>