

(ABC Pty Ltd Company Letterhead)

Date

Licensing Section
Energy Safe Victoria
PO Box 262
Collins Street West
VICTORIA 8007

RE: CHANGE OF REC REGISTRATION FROM SOLE PROPRIETOR/PARTNERSHIP TO CORPORATION

Please be advised that I/we have changed Registered Electrical Contractor (REC) Number <enter REC Number here> from a Sole Proprietor/Partnership to a Corporation under the company name:

- <enter Company Name here>
- ACN <enter ACN number here>

I understand that by making this change to the registration, I relinquish the rights to the REC Number and that the Registration will remain with the Company and the ACN number.

It cannot be transferred between different Company Names with different ACN numbers or revert to a Sole Proprietor or Partnership.

Yours sincerely

(Signature of REC holder/Company Director)

(Full name of REC holder/Company Director)