



NAPEG

Northwest Territories and Nunavut Association of Professional Engineers and Geoscientists

201, 4817 - 49 Street, Yellowknife, NT X1A 3S7

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Permit to Practice Application

1. PERMIT APPLICATION TYPE

New **Reinstatement (# P_____)** **Changes to existing Permit** (choose all that apply below)

Organization Name Change CEO or Authorized Designate Responsible Member(s) Contact Information

2. ORGANIZATION NAME

Legal Name	
Operating as Name	
Former Name (for name changes only)	

Please note that a Certificate of Incorporation or equivalent documentation must accompany your application.

3. APPLICATION CATEGORY AND LOCATION (CHOOSE ALL THAT APPLY)

Engineering **and/or** Geoscience in the Northwest Territories **and/or** Nunavut

4. CONTACT INFORMATION

Street /PO Box					
City / Town		Province / Territory / State			
Postal / Zip Code		Phone		Fax	
E-mail		Contact Person			

Permanent offices are located in the following locations:

1		2	
3		4	
5		6	

5. DECLARATION BY CHIEF OPERATING OFFICER OR AUTHORIZED DESIGNATE

I, _____ occupy the position of _____ in the applicant's organization and in that position have authority and undertake to maintain an organization in which the practice of the professions indicated above can be conducted in accordance with requirements described in the *Engineering and Geoscience Professions Act (NWT)* and *Engineers and Geoscientists Act (NU)*. I further undertake:

- a) To notify the Registrar in writing forthwith if the professional members or licensees of NAPEG who have assumed responsibility for the professional practice cease to be full-time employees, partner or officer of the applicant.
- b) To surrender permit stamps and certificates to the Registrar in circumstances where there are not members or licensees of NAPEG assuming responsibility for the professional practice of the applicant.
- c) To report on an annual basis the names of
 - (i) Chief Operating Officer or his designate taking corporate responsibility for the applicant.
 - (ii) NAPEG members or licensees assuming responsibility for direction of the professional practice of the applicant.

Signature _____ Date _____

NAPEG Use Only	Received		Permit #		Fee		Registrar Approved	
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**SECTION 23 - ENGINEERING AND GEOSCIENCE PROFESSIONS ACT OF THE NWT
SECTION 5 – ENGINEERS AND GEOSCIENTISTS ACT OF NUNAVUT**

PERMITS

	NWT Act	Nunavut Act
Definition of “firm”	23. (1) In this section, “firm” includes a partnership, corporation or association of persons.	5. (1) In this section, “firm” includes a partnership, corporation or association of persons.
Practice by permit holder	(2) A permit holder may practice professional engineering or professional geosciences in the name of the firm.	(2) A firm may practise professional engineering or professional geoscience in the name of the firm if it is the holder of a permit issued to it under the Engineering and Geoscience Professions Act (Northwest Territories).
Registration and issuance	(3) Council shall register as a permit holder and issue a permit to a firm that <ul style="list-style-type: none"> (a) files an application in the form provided by the Council; (b) pays all required fees; and (c) appoints at least one member or licensees who is a full-time employee, partner or officer of the firm to serve as its professional representative and to assume responsibility for the professional conduct of the firm. 	
Residency of professional representative	(4) Where a firm maintains an office in the Northwest Territories or Nunavut, at least one professional representative must be resident in that territory unless the Council, in its discretion, dispenses with that requirement.	
Termination of registration	(5) The registration of a permit holder under this section may be terminated or renewal of the registration may be withheld by Council if the permit holder fails to observe any of the conditions set out or referred to in this Act governing registration of a permit holder and the issue of a permit.	

6. DECLARATION BY MEMBERS OR LICENSEES ASSUMING RESPONSIBILITY FOR PROFESSIONAL PRACTICE

I, the undersigned, am a professional member or licensee of NAPEG and as a full time employee or member of the firm undertake to provide responsible direction and personal supervision to that portion of the applicant’s professional practice performed by the organizational unit described below.

I have read the relevant sections of *The Engineering and Geoscience Professions Act* and I agree to conduct the professional practice for which I have assumed responsibility in strict accordance with the requirements of relevant legislation and regulations.

I further specifically undertake to notify the Registrar of NAPEG in writing if I cease to accept the responsibility indicated below and advise reasons for relinquishing that responsibility.

Name and Professional Designation <i>Example: John Smith, P.Eng.</i>	NAPEG # <i>L1234</i>	Branch Location <i>Vancouver</i>	Group, Discipline or Operation	
			Signature	
			Signature	<i>J. Smith</i>
			Signature	
			Signature	
			Signature	
			Signature	
			Signature	
			Signature	

Please note that if your application for professional registration is pending, please enter “pending” in the NAPEG # area.

7. PAYMENT INFORMATION AND APPLICATION CHECKLIST

The registration fee must be submitted with the completed application and is non-refundable.

I wish to pay my registration fee of \$105 (\$100.00 plus GST) by the attached cheque or by Credit Card

Type of Card:	VISA	Master Card	Credit Card #:	
Expiration Date:			CVD/CVV (3 digit number on back of Card)	
Name of Card Holder:			Signature	

In order to have my application processed in a timely manner, I have attached my:

Certificate of Incorporation or equivalent documentation **AND** Registration Fee