

**HEAD OFFICE**

Tel: +27 11 317 0000  
Fax: +27 11 317 0105  
Toll Free No: 0800 200 824  
Fraud Hotline: 0800 203 698

**PHYSICAL ADDRESS**

Joe Slovo House  
5 Leeuwkop Road  
Sunninghill, Johannesburg 2191

**POSTAL ADDRESS**

P. O. Box 461  
Randburg, 2125  
Docex 96 Randburg



ASSURING QUALITY HOMES

**COMPETENT PERSON QUESTIONNAIRE CPQ001 (v3)**

**NOTE:** Please observe the following basic principles. **Print one letter per box. Write Clearly.** Please ensure the requested document copies are attached, if they are not, this will delay the process.

Name

Surname

ID Number    **Note:** If passport being used, copy of work permit required.

Passport Number

Company

Postal Address

Physical Address

Postal Code

Town

Eastern Cape

Free State

Gauteng

KZN

Limpopo

Mpumalanga

Northern Cape

North West

Western Cape

Telephone Number

Fax Number

Mobile Number

Email Address

Type of Engineer (e.g. Civil, Pr Tech, Geologist, etc.)

Year started

Qualifications

To which institution do you belong?

Membership Number

ECSA Registration Number

Nat. Sci. Prof. Reg. Number

Personal Indemnity (PI) Details - please note that this expires yearly and has to be sent to NHBRC when placing re-orders for bar code labels.

Name of Insurer

Insurance Certification Number

Insurance Amount

Insurance Start Date

Insurance End Date

Should your application be approved, you will receive an approval letter from the NHBC, which is valid for a one year period. Please note that you have to update your PI details yearly with us, otherwise your status will become inactive. When renewing please fill in form CPR001 - competent person renewal.

Please also note that on approval, you will be sent the approval letter and 100 bar code labels to start off with, please indicate below how you would like to receive this. If you are not able to collect the car codes yourself, ensure that the AFC001 form is completed and signed by you so that the bar code labels can be handed over to a third party .

**EASTERN CAPE**

- East London
- Port Elizabeth

**LIMPOPO**

- Polokwane
- Modimole
- Tzaneen

**FREE STATE**

- Bethlehem
- Bloemfontein

**MPUMALANGA**

- Nelspruit
- Witbank

**GAUTENG**

- HO Sunninghill
- Pretoria

**NORTHWEST**

- Rustenburg
- Klerksdorp
- Mahikeng

**KWA ZULU NATAL**

- Durban
- Richards Bay
- Newcastle

**WESTERN CAPE**

- Cape Town
- George

Signature	D D M M Y Y Y Y
-----------	-----------------

**TO APPLY**  
EMAIL [competentperson@nhbc.org.za](mailto:competentperson@nhbc.org.za)

**Please attach the following documents**

- Clear copy of ID Book
- If a passport is being used for this application, please ensure that a clear copy of the work permit is sent through
- Copy of professional registration certificate from professional council, i.e. ECSA
- PI insurance document
- Cipro document

**HEAD OFFICE**

Tel: +27 11 317 0000  
 Fax: +27 11 317 0105  
 Toll Free No: 0800 200 824  
 Fraud Hotline: 0800 203 698

**PHYSICAL ADDRESS**

Joe Slovo House  
 5 Leeuwkop Road  
 Sunninghill, Johannesburg 2191

**POSTAL ADDRESS**

P. O. Box 461  
 Randburg, 2125  
 Docex 96 Randburg



ASSURING QUALITY HOMES

## **AUTHORIZATION LETTER FOR 3RD PARTY TO COLLECT NHBRC BAR CODE LABELS**

I,

with ID number

or

Passport Number

Passport only to be used if not SA citizen.

the approved competent person by the NHBRC, am not able to collect the ordered bar code labels and hereby give permission for

with ID number

to collect the said bar code labels.

Telephone Number

()

Mobile Number

()

Signature

**Please attach the following documents**

- Clear copy of ID Book of person collecting bar code labels on your behalf.