

BAMS Account Deactivation Form

Section 1: Reporting Entity Details

Organisation Name	BAMS Account Number	Reporting Entity Type (Self Reporting, Private LO, Municipal Count, Body Corporate)

Section 2: Details of BAMS User(s) to be Deactivated

Name	Registration Number (if applicable)	Organisation End Date	Email

Section 3: Authorisation

Building Surveyor Name	Signature	Building Surveyor Registration Number

Please ensure all the sections of this form are completed. An incomplete form might result in delay and the user remaining active in BAMS.

Please email the completed form to BAMS@bpc.vic.gov.au



Privacy collection notice

How the BPC uses and discloses your personal information

The Building and Plumbing Commission (BPC) is committed to protecting the privacy of your personal information in accordance with the Privacy and Data Protection Act 2014, the BPC's Privacy Policy, this Privacy Statement as amended from time to time and other applicable legislation.

The personal information you provide to the BPC on this notification, including any images or photographs and any and all details provided will be used by the BPC to carry out its function to reassess levy under subdivision 4A, Division 2, Part 12 of the Building Act 1993 (the Act).

The BPC may also use and disclose such information for the following purposes:

- (a) to enable the BPC to meet its statutory obligations or functions,
- (b) monitoring compliance with the Act and associated regulations and standards,
- (c) research, planning, to meet the VBA's operational requirements, assessing the merit and impact of proposed regulatory reforms and to assist in the development and delivery of services by the BPC,
- (d) such other purposes as required by law or authorised under the privacy legislation.

The BPC may also share your personal information with third parties including, but not limited to, different business units within the BPC, the Building Appeals Board, Consumer Affairs Victoria, our Insurance Division, your insurer, other regulators (both in Victoria and interstate), and the BPC's staff and/or service providers who need to know such information to perform services for the BPC.

The BPC will only disclose your personal information to a third party claiming to act on your behalf (for example, your solicitor or interpreter) with your prior written consent.

You can request access to the personal information the BPC holds about you. If you become aware that personal information the BPC holds about you is not accurate, complete or up to date, you can ask the BPC to correct it.

The BPC's full Privacy Policy and information about how to contact the BPC is available at www.bpc.vic.gov.au/privacy.