

PLEASE NOTE: Any member requesting a leave of absence is also required to submit an **Exemption Application form for the AIBS Professional Standards Scheme** for the same requested period (unless already exempted). The Exemption Application form can be found on the [AIBS Professional Standards Scheme page](#).

Member Information:

Please provide the personal information requested below.

Full Name: _____
Date of Birth: _____

Address: _____

Postal Address: _____

Email: _____
Phone: _____
Gender: Male Female Prefer not to say

Leave of Absence Period:

Please advise the start of end dates of the period you wish to apply for.

Start Date:

End Date:

Reasons for Application:

Please provide details of why you are seeking a Leave of Absence. Also attach any relevant further supporting documentation to this application.

Declaration:

I, _____, confirm and declare that

I will not be undertaking any building surveying related work during the period I have applied for this Leave of Absence.

APPLICANT SIGNATURE:**DATE:**

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OFFICE USE ONLY

	Date	Actioned By
Application received		
Application approved		
Member notified		