



APPLICATION FOR A BUILDING PERMIT

Building Act 1993, Building Regulations 2018, Regulation 24

Office Use Only
Records Department

File No: DB/14/01

Document No:

TO THE BUILDING SURVEYOR FROM

Owner / Agent of Owner

Applicant: _____

Contact Person: _____ ACN/ARBN: _____

Postal Address: _____

Phone: _____

Email: _____

(Must be a physical address, i.e. not a post office box)

Address for serving or giving of documents: _____

Indicate if the applicant is a lessee or licensee of Crown land to which this application applies:

LESSEE RESPONSIBLE FOR BUILDING WORK

Indicate if a lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part of the building leased by that lessee:

OWNERSHIP DETAILS: *(if applicant is agent of owner)*

(insert full name(s))

Name of Owner(s): _____

Contact Person: _____ ACN/ARBN: _____

Postal Address: _____

Phone: _____

Email: _____

Address for serving or giving of documents: _____ *(Must be a physical address, i.e. not a post office box)*

PROPERTY DETAILS:

Land owned by the Crown or a public authority:

Number: _____ Street/Road: _____

City/Suburb/Town _____ Postcode: _____

Lot/s: _____ LP/PS: _____ Volume: _____

Folio: _____ Crown Allotment: _____ Section: _____

Parish: _____ Country: _____

Municipal District: _____ Allotment area (for new dwellings only): m2 _____

BUILDERS DETAILS: *(If Known)*

Builder: _____

Contact Person: _____ ACN/ARBN: _____

Postal Address: _____

Phone: _____

Email: _____

If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable)

Name: _____

Postal Address: _____

Phone: _____

BUILDER PRACTITIONERS AND/OR ARCHITECT WHO WERE ENGAGED TO PREPARE DOCUMENTS:

Name: _____ Category/Class _____ Reg'n No: _____

Name: _____ Category/Class _____ Reg'n No: _____

NATURE OF BUILDING WORK:

- Construction of a new building Re-erection of a building Construction of Swimming pool/spa
 Demolition of a building Removal of a building Construction of swimming pool/spa barrier
 Extension to existing building Change of use of an existing building Other _____
 Alteration to existing building

Proposed use of building: _____

OWNER BUILDERS:I intend to carry out work as an owner builder: Yes No

Owner Builders Certificate of Consent Number (If applicable): _____

COST OF BUILDING WORK:

Is there a contract for the building work?

 Yes - state the contract price Cost of works is: \$ _____
 No - state the estimated cost of the building work: Cost of works is: \$ _____
 (including the cost of labour and materials) and attach details of method of estimation.
STAGE OF BUILDING WORK:

If application is to permit a stage of the works

Extent of stage: _____

Value of works for this stage: \$ _____

APPOINTMENT OF RELEVANT BUILDING SURVEYOR:

I/We hereby appoint the Building Surveyor at the Buloke Shire Council (pursuant to s.76 of the Building Act 1993) as the Relevant Building Surveyor (RBS) to carry out the following:

- Assessment and issuing of the building permit;
- Carrying out the required inspections; and
- Issuing the Occupancy Permit/Certificate of Final Inspection as required

I/We advise that the works have not commenced and no other Building Surveyor has been appointed as the RBS and that there are no outstanding building notices or orders relative to this property.

Signature of Applicant: _____ Date: **AGENT AUTHORISATION**

To be completed by owner where applicant is acting on behalf of the owner

I/We: _____ (Owners Name)

Hereby authorise the applicant to lodge an application for a building permit with the Buloke Shire Council and to act on my/our behalf in this matter.

Signed: Date:

DECLARATION: The Buloke Shire Council collects personal information to levy rates, issue permits and licences, and provide a variety of community services. The information collected in this form is used only for the purposes contemplated by the form (primary purpose) and is not passed on to third parties. In some instances however, disclosure is required by law or is necessary for the protection of persons or property. Where this occurs, Council will take every reasonable step to ensure your privacy is protected in accordance with the Information Privacy Act 2000 (Vic). Should you need to change or access your personal details, or require further information about Council's Privacy Policy contact our Privacy Officer on 5232 9400.