



## BUILDING WORK

Use this form for:

- Notice of Work
- Application for a Certificate of Likely Compliance
- Application for a Building Permit

Section 97  
Section 130  
Section 139

Form **2**

To:  *Permit Authority / Building Surveyor*  
 *Address*  
  *Suburb/postcode*

Application for: **Permit**  **CLC**  **Notice of Work**  *(X ones applicable)*

Certificate of Completion  *(X to grant approval for certificate to be issued following the final inspection)*

**NOTE: Standard of Work Certificate and applicable fees must be submitted prior to Certificate of Completion being issued, in accordance with section 153 or section 104 of the *Building Act 2016***

### Building Surveyor details:

Building Surveyor:  *Category:*   
 Address:  *Phone No:*   
  *Fax No:*   
*Licence No:*  *Email:*

### Applicant / Owner details:

*Note: Only an owner or agent of the owner may make an application*

**Owner:**  *Contact person:*   
*Address:*  *Phone No:*   
  *Fax No:*   
*Email address:*

**Owner builder:** Yes:  *(X if applicable)* *Owner Builder Permit:*   
*Names:*  *Contact person:*   
*Contact address:*  *Phone No:*   
  *Fax No:*   
*Email address:*

**Agent:**  *Contact person:*   
*Address:*  *Phone No:*   
  *Fax No:*   
*Email address:*

*Note: Agents to be authorised in writing by the owner*

### Details of building work:

*Type of work:* **Permit work**  **Notifiable work**  **Planning approval granted**   
*(X one applicable)* *(if applicable)*  
*Address:*   *Certificate of title No:*   
*Description of work:*  *(new building / alteration / addition / repair / re-erection / other)*  
*Use of building:*  *(main use) Building class(es):*



### Other details:

Area: m <sup>2</sup>	existing building floor:	<input type="text"/>	new floor:	<input type="text"/>	land:	<input type="text"/>		
Material:	floor:	<input type="text"/>	walls:	<input type="text"/>	roof:	<input type="text"/>	frame:	<input type="text"/>
Value of work: \$ [inclusive of GST]	<input type="text"/>	contract price:	<input type="text"/>	estimate:	<input type="text"/>	No. of dwelling units:	<input type="text"/>	

*(X one applicable)*

### Building Services Provider details:

<b>Architect - Designer:</b>	<input type="text"/>	Category:	<input type="text"/>	
Business name:	<input type="text"/>			
Business address:	<input type="text"/>		Phone No:	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Fax No:	<input type="text"/>
Licence No:	<input type="text"/>	Email:	<input type="text"/>	
<b>Building - Designer:</b>	<input type="text"/>	Category:	<input type="text"/>	
Business name:	<input type="text"/>			
Business address:	<input type="text"/>		Phone No:	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Fax No:	<input type="text"/>
Licence No:	<input type="text"/>	Email:	<input type="text"/>	
<b>Engineer - Designer:</b>	<input type="text"/>	Category:	<input type="text"/>	
Business name:	<input type="text"/>			
Business address:	<input type="text"/>		Phone No:	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Fax No:	<input type="text"/>
Licence No:	<input type="text"/>	Email:	<input type="text"/>	
<b>Services - Designer:</b>	<input type="text"/>	Category:	<input type="text"/>	
Business name:	<input type="text"/>			
Business address:	<input type="text"/>		Phone No:	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Fax No:	<input type="text"/>
Licence No:	<input type="text"/>	Email:	<input type="text"/>	
<b>Builder:</b>	<input type="text"/>	Category:	<input type="text"/>	
Business name:	<input type="text"/>			
Business address:	<input type="text"/>		Phone No:	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Fax No:	<input type="text"/>
Licence No:	<input type="text"/>	Email:	<input type="text"/>	

### Documents and certificates provided:

The following specified documents and certificates are provided with this application -

<i>Document or certificate description:</i>	<i>Prepared by: (Licence No. if applicable)</i>
Certificate of Likely Compliance: Documents specified in the Director's Specified List	

The building work will be carried out in accordance with the **Building Act 2016**, the **Building Regulations 2016** and the National Construction Code.

Owner / Agent: <i>(Delete one not applicable)</i>	Name: <i>[print]</i>	Signed	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>