



Building Act 2004, s151

C3

Owner Appointment of a Certifier, and Application by Owner for Building Approval and Building Approval Certificate

Once appointed your certifier is responsible to assess your building application and plans for compliance with the *Building Act 2004* and Building Code of Australia and issue the building approval. Once your builder is issued with a Commencement Notice from your certifier the building work can commence and your certifier is responsible to inspect and certify that the building work carried out by you builder complies with the *Building Act 2004* and Building Code of Australia.

Lessee/Owner Details

Company Name ACN/ABN

Contact Person

Individual Applicant Title Surname

Given names

Postal Address

State/Territory Postcode

Phone Mobile

Email

Privacy Information

The personal information on this form is being collected to enable a suitable auditing and compliance role of builders and certifiers by the Government appointed auditor and to provide statistical information to the Australian Bureau of Statistics on building matters.

Site Details

Block Section Unit
(if applicable)

Suburb

Street Address Postcode

I hereby advise as required by the *Building Act 2004*.

I have appointed

as certifier in relation to the building work described below

I have also appointed

as my agent to act on my behalf (if applicable to this application)

Signature of owner/lessee

Date / /

Description of Building Work (If more than 6 items, please attach further details)

Describe each item of building work in this building approval	BCA Occupancy class	BCA Construction type	Area (m ²)	Number of storeys	Cost of work (refer building cost guide)
1					
2					
3					
4					
5					
6					

Fees paid

Building Levy \$ _____ Training Levy \$ _____ Workcover Fee \$ _____

OFFICE USE ONLY

Date Received

Payment Received

Officer's Initials

Applicable approved requirements, and reasons why building approval is not prevented from being issued.

Is all work exempt from development approval?

- Yes - Attached assessment for exempt development checklist (if applicable)
- No - Reason/ description

Description of Attachments compliant with the Building Act 2004, Div 3.3 (any additional information please attach)

- Building approval plans
- Referrals, consultations and consents outcomes
- Asbestos advice (AA) attached. If documents accompanying building approval do not include an asbestos assessment report as per the *Building Act 2004*, the building approval must have an AA as per the Act.

For residential building work provide details of insurance where applicable: (attach a copy of the relevant insurance policy or fidelity certificate)

Insurance provider

Policy number

Issue date / /

Entitlement to Act as a certifier

In performing services as a certifier in relation to this work I am not in breach of my entitlement to act as a certifier in accordance with the *Building Act 2004*.

Signature of certifier

Date / /

Name

COLA Licence No.