

Under section 76 of the *Building Act 2004* it is an offence for a person to use, or to permit another person to use, a regulated swimming pool (including a regulated spa pool) unless the requirements of the *Building Act 2004* have been met, including the issue of a certificate of occupancy or use for the swimming pool where required.

This form is to be used to certify that pool fencing or other pool barriers are compliant with the requirements of *Building (General) Regulation 2008*, Schedule 1 (Exempt buildings & building work), Part 1.3, item 13, column 4.

**PART A PROJECT DETAILS**

Block  Section  Suburb  Unit No.

Street Address

Description of pool fencing or other relevant barrier component, tick all that apply:

- |   |   |
|---|---|
| <input type="checkbox"/> metal rod or tube pool fencing     | <input type="checkbox"/> building enclosing the indoor pool |
| <input type="checkbox"/> timber paling fencing              | <input type="checkbox"/> exterior walls of a building       |
| <input type="checkbox"/> metal sheet fencing                | <input type="checkbox"/> window of a building               |
| <input type="checkbox"/> glass panel fencing                | <input type="checkbox"/> door of a building                 |
| <input type="checkbox"/> masonry fence or freestanding wall | <input type="checkbox"/> other _____                        |

**PART B BUILDING SURVEYOR DETAILS**

In accordance with *Building (General) Regulation 2008*, Schedule 1 (Exempt buildings & building work), Part 1.3, item 13, column 4, paragraph (c) I/we hereby advise that I/we the lessee/s have engaged the building surveyor whose details appear below as the certifier to inspect and certify the work described above.

Company Details (if applicable)

Name of Building Surveyor  ABN/ACN

Postal Address

Suburb  State  Postcode

Phone Number Business Hours  Mobile

**PART C AUTHORITY TO ACCESS BUILDING FILE**

By signing Part F of this form I/we the lessee/s of the abovementioned property hereby authorise the building surveyor to access the Environment and Sustainable Development's building file for the purposes of obtaining information relevant to this application.

**PART D DOCUMENTATION TO BE SUBMITTED WITH THIS FORM**

The following documents **MUST** be submitted with this form:

**A site plan showing:**

- the block or unit boundaries
- the location and description of the subject pool fencing or pool barrier

**PART E BUILDING SURVEYOR DECLARATION**

I hereby certify that:

- I have inspected the fencing and/or barrier;
- The fencing and/or barriers comply with the building code;
- The fencing and/or barriers have been constructed in a proper and skilful way;
- The fencing and/or barriers are compliant with the Building Act 2004 (other than part 3).

**Name of Building Surveyor:**

Please Print

**ACT Licence Number:**

**Signature of Building Surveyor:**

**DATE:** \_\_\_/\_\_\_/\_\_\_

**PART F APPLICATION FOR CERTIFICATE OF OCCUPANCY AND USE**

I am/we are: the owner(s) of the above land described in Part A of this form.

I am/we are satisfied that the building work and related requirements have been completed and hereby apply for a Certificate of Occupancy and Use in respect of the work described above to be issued.

**FULL NAME OF ALL LESSEES**

Please Print

**Lessee 1**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Lessee 2**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Lessee 3**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Lessee 4**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**DATE:** \_\_\_/\_\_\_/\_\_\_

Note: The Certificate of Occupancy and Use once issued will be emailed to the Lessee and Building Surveyor.

**Lessee email address** (please print)

\_\_\_\_\_

**Certifier email address** (please print)

\_\_\_\_\_

There is a fee payable to submit this application. Once this form is complete it can be forwarded to ESDD

**Via email:**

ACTPLAdevelopmentBA@act.gov.au

**In person:**

Mitchell Customer Service Centre  
8 Darling Street, Mitchell  
8.30am – 4.30pm

**NOTE:** If sending via email – a customer service officer will contact you by telephone for payment once form has been received

**Privacy Notice**

The personal information on this form is being collected to enable processing of your application and to enable auditing and compliance of builders and certifiers by the Government appointed auditor. The information that you provide may be disclosed to the Australian Bureau of Statistics, ACT Revenue Office and the Taxation Office. The information may also be accessed by other government agencies and commercial organisations interested in building information.

Approved form AF2013-7 approved by Ben Ponton, A/g Director-General, Environment and Sustainable Development Directorate on 18 February 2013 under section 151 of the *Building Act 2004* and revokes AF2011-10