

# CERTIFICATE OF COMPLETION OF BUILDING WORK

*Building Act 2004, S151*

This form is to be completed by the Building Certifier once satisfied that the building work detailed in this application is complete

## PART A - PROJECT DETAILS

Block  Section  Suburb  Unit No.

Street Address

Building Approval No

Description of Building Works to which this certificate relates

Describe each item of building work in this building approval	BCA Occupancy Class	BCA Construction Type	Builders Name
1			
2			
3			
4			
5			
6			

**Please indicate if the project involved** (if yes please ensure that the required documentation has been lodged or supplied)

Electrical Yes ☐ No ☐

Plumbing Yes ☐ No ☐

Gas Yes ☐ No ☐

Building Work subject to a Performance Solution under the BCA Yes ☐ No ☐

## PART B - OWNERS DETAILS

Company Details

ACN/ABN Number

Owner 1

Owner 2

Owner 3

Owner 4

## PART C - CERTIFIERS DETAILS

Company Details

Name of Certifier

Office Phone Number

Mobile

Email Address

## PART D - CERTIFIERS DECLARATION

I am satisfied that the building work detailed in this application is complete. I hereby certify that:

- I have provided all the relevant documents required by subsection 48 of the Building Act 2004 with this application;
- the documentation relating to the building approval has been marked in accordance with the requirements of the Building Act 2004;
- this work has been undertaken in accordance with the building and development provisions within the Crown lease;
- the building work has been completed in accordance with the requirements of the Building Act 2004 and substantially in accordance with the approved plans;
- the building or part of the building as erected or altered is structurally sufficient, sound and stable for the purposes for which it is intended to be occupied or used; and
- the Registrar can issue a Certificate of Occupancy and Use.

If the owner of the land applies for a certificate the Registrar would be justified in issuing a certificate in respect of the work under the subsection below

☐ 69(1)

☐ 69(2)

☐ 69(3)

☐ 71(2)

☐ 72(2)

Name of Certifier

\*COLA  
Licence No.

Certifier Signature

Date

**NOTE:** There are penalties for deliberately giving false and misleading information. The Planning and Land Authority or Minister may revoke an approval if satisfied that the approval was obtained by fraud or misrepresentation.

### Privacy Notice

The personal information on this form is provided to Access Canberra to enable the processing of your application. The collection of personal information is authorised by the *Building Act 2004*. If all or some of the personal information is not collected Access Canberra cannot process your application. The personal information you provide may be disclosed to Australian Bureau of Statistics, ACT Revenue Office and the Taxation Office. The information may also be disclosed where authorised by law or court order, or where the Directorate reasonably believes that the use or disclosure of the information is reasonably necessary for enforcement-related activities conducted by, or on behalf of, an enforcement body. Access Canberra's Information Privacy Policy contains information about how you may access or seek to correct your personal information held by Access Canberra, and how you may complain about an alleged breach of the Territory Privacy Principles. Access Canberra Information Privacy Policy can be found at <https://www.accesscanberra.act.gov.au/>

## CONTACT INFORMATION

Email:

BA@act.gov.au

Post:

Access Canberra  
Building Services  
GPO Box 158  
Canberra, ACT 2601

In Person:

Please visit [www.act.gov.au](http://www.act.gov.au)  
Or call **13 22 81** to find an  
Access Canberra Shopfront.