

## Application for building permit – certified

Building Act 2011, section 14, 16  
Building Regulations 2012, regulation 4, 16

PERMIT AUTHORITY  
USE ONLY

Reference number

Permit authority

**1. Property this application relates to**

Property street address (provide lot number where street number is not known)

|             |           |             |               |
|-------------|-----------|-------------|---------------|
| Unit no     | Street no | Level       | Lot no        |
| Street name |           | Street type | Street suffix |
| Suburb      |           | State       | Postcode      |
| Volume      |           | Folio       |               |

Certificate of title (if known)

Local government area (if different from permit authority)

Is this lot vacant?

☐ Yes

☐ No

**2. Details of building work**

Project name (if any)

Description of the building(s) and building work

Main use of building(s)

Building Code of Australia (BCA) class of the building(s) (refer to the certificate of design compliance)

|                                                   |  |                                               |  |
|---------------------------------------------------|--|-----------------------------------------------|--|
| Main BCA class                                    |  |                                               |  |
| Secondary BCA class (for multi-purpose buildings) |  | Third BCA class (for multi-purpose buildings) |  |

Type of work

|                                                                |                                                   |                                                |
|----------------------------------------------------------------|---------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> New building/structure                | <input type="checkbox"/> Alteration/addition      | <input type="checkbox"/> Refurbishment/fit out |
| <input type="checkbox"/> Relocation of a building to this site | <input type="checkbox"/> Change of use/conversion |                                                |

Type of building or incidental structure (if a Class 10)

- |                                            |                                     |                                     |
|--------------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Swimming pool/spa | <input type="checkbox"/> Garage     | <input type="checkbox"/> Patio      |
| <input type="checkbox"/> Carport           | <input type="checkbox"/> Shed       | <input type="checkbox"/> Fence/wall |
| <input type="checkbox"/> Retaining wall    | <input type="checkbox"/> Water tank | <input type="checkbox"/> Other      |

Number of dwellings relocated TO this site from another site

Type of structure

- ☐ Detached (free standing) ☐ Attached to another structure

Number of residential dwellings to be created

Number of storeys of the highest building (above ground)

Number of basement storeys of the building (below ground)

Estimated value of building work (including GST)

\$

Floor area to be created (m<sup>2</sup>)

Site (lot) area (m<sup>2</sup>)

What are the main materials used in the building work?

| Floor                             | Exterior walls                          | Roof cover                            | Wall frame                           |
|-----------------------------------|-----------------------------------------|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Brick (double) | <input type="checkbox"/> Tiles        | <input type="checkbox"/> Brick/block |
| <input type="checkbox"/> Timber   | <input type="checkbox"/> Brick (veneer) | <input type="checkbox"/> Concrete     | <input type="checkbox"/> Concrete    |
| <input type="checkbox"/> Steel    | <input type="checkbox"/> Concrete/stone | <input type="checkbox"/> Fibre cement | <input type="checkbox"/> Timber      |
| <input type="checkbox"/> Other    | <input type="checkbox"/> Fibre cement   | <input type="checkbox"/> Steel        | <input type="checkbox"/> Steel       |
|                                   | <input type="checkbox"/> Timber         | <input type="checkbox"/> Aluminium    | <input type="checkbox"/> Aluminium   |
|                                   | <input type="checkbox"/> Curtain glass  | <input type="checkbox"/> Other        | <input type="checkbox"/> Other       |
|                                   | <input type="checkbox"/> Steel          |                                       |                                      |
|                                   | <input type="checkbox"/> Aluminium      |                                       |                                      |
|                                   | <input type="checkbox"/> Other          |                                       |                                      |
| If 'other' please specify         |                                         |                                       |                                      |

Intended owner of the completed building

- ☐ Private sector  
☐ Government sector

Is this application for a stage of a multi-stage building project?

- ☐ Yes  
☐ No

Is a performance solution to a building standard proposed for the building work?

- ☐ Yes ☐ No

### 3. Owner details

Where there are multiple owners, please attach a list with the names and signatures of each owner. If each of those owners requires a copy of the building permit, please also provide forwarding details for each owner.

Owner's name

|  |
|--|
|  |
|--|

Street address  
(provide lot number  
where street number  
is not known)

|             |           |             |                            |
|-------------|-----------|-------------|----------------------------|
| Unit no     | Street no | Level       | Lot no                     |
| Street name |           | Street type | Street suffix              |
| Suburb      | State     | Postcode    | Country (if not Australia) |

OR

PO Box address

|           |       |          |                            |
|-----------|-------|----------|----------------------------|
| PO Box no |       |          |                            |
| Suburb    | State | Postcode | Country (if not Australia) |

Email address

|  |
|--|
|  |
|--|

Phone/fax

|          |     |
|----------|-----|
| Phone no | Fax |
|----------|-----|

Owner's signature\*

|  |      |
|--|------|
|  | Date |
|--|------|

\*If you are authorised to sign on behalf of the owner, please provide your written legal authorisation with your application. Owner's signature is not required for Class 1 or Class 10 buildings or incidental structures.

### 4. Builder details

Builder's name

|  |
|--|
|  |
|--|

Street address  
(provide lot number  
where street number  
is not known)

|             |           |             |                            |
|-------------|-----------|-------------|----------------------------|
| Unit no     | Street no | Level       | Lot no                     |
| Street name |           | Street type | Street suffix              |
| Suburb      | State     | Postcode    | Country (if not Australia) |

OR

PO Box address

|           |       |          |                            |
|-----------|-------|----------|----------------------------|
| PO Box no |       |          |                            |
| Suburb    | State | Postcode | Country (if not Australia) |

Email address

|  |
|--|
|  |
|--|

Phone/fax

|          |     |
|----------|-----|
| Phone no | Fax |
|----------|-----|

|                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                     |      |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| Type of builder                                      | <input type="checkbox"/> Registered building contractor (provide registration number below)<br><input type="checkbox"/> Approved owner-builder (attach owner-builder approval from the Building Services Board and provide owner-builder approval number below)<br><input type="checkbox"/> Public Authority<br><input type="checkbox"/> Other (building work under \$20,000, or where registered building contractor not required) |      |
| Registration number or owner-builder approval number | Registration / approval number (if relevant)                                                                                                                                                                                                                                                                                                                                                                                        |      |
| Builder's signature                                  | Name (print)                                                                                                                                                                                                                                                                                                                                                                                                                        |      |
|                                                      | Signature                                                                                                                                                                                                                                                                                                                                                                                                                           | Date |

## 5. Applicant details

|                                         |                                                                                                |
|-----------------------------------------|------------------------------------------------------------------------------------------------|
| Who is the applicant?<br>(Tick one box) | <input type="checkbox"/> Owner <input type="checkbox"/> Builder <input type="checkbox"/> Other |
|-----------------------------------------|------------------------------------------------------------------------------------------------|

If 'Other' was selected above, complete the following details:

### Applicant's name

|  |
|--|
|  |
|--|

Street address  
(provide lot number where street number is not known)

|             |           |             |                            |
|-------------|-----------|-------------|----------------------------|
| Unit no     | Street no | Level       | Lot no                     |
| Street name |           | Street type | Street suffix              |
| Suburb      | State     | Postcode    | Country (if not Australia) |

OR

PO Box address

|           |       |          |                            |
|-----------|-------|----------|----------------------------|
| PO Box no |       |          |                            |
| Suburb    | State | Postcode | Country (if not Australia) |

Email address

|  |
|--|
|  |
|--|

Phone/fax

|          |     |
|----------|-----|
| Phone no | Fax |
|----------|-----|

## 6. Statement by applicant

I understand that a building permit cannot be granted unless:

1. All the prescribed information is provided with this application, including a certificate of design compliance signed by a registered building surveyor.
2. In accordance with section 20 of the *Building Act 2011* and regulation 18 of the Building Regulations 2012:
  - all relevant prescribed authorities have been obtained and have been or are being complied with; and
  - all prescribed notifications have been given.

**Provide evidence of compliance with approvals given.**

3. For Class 2 to Class 9 buildings only, where required by the regulations: In accordance with section 20 of the *Building Act 2011* and regulation 18 of the Building Regulations 2012, the plans and specifications specified in the certificate of design compliance have been given to the FES Commissioner.
4. All consents or court orders have been obtained if part of a building or incidental structure is proposed to be placed beyond the boundaries of the works land.

Does the proposed work encroach on other land? ☐ Yes ☐ No

If yes, has consent or a court order been obtained? ☐ Yes ☐ No

**Attach a copy of each consent (form BA20) or court order obtained.**

5. All consents or court orders have been obtained if the building work may adversely affect land beyond the boundaries of the works land.

Does the proposed work adversely affect other land? ☐ Yes ☐ No

If yes, has consent or a court order been obtained? ☐ Yes ☐ No

**Attach a copy of each consent (form BA20) or court order obtained.**

6. If the proposed building work is for a Class 1 or Class 10 building or incidental structure that includes performance solutions to building standards, details have been provided with this application.

**Provide details of each performance solution not shown on the plans and specifications.**

Applicant's  
signature

|              |      |
|--------------|------|
| Name (print) |      |
| Signature    | Date |