



Form 1
Application for a
Building Permit

Building Act 1993 Building Regulations 2018 (Regulation 24)

TO: MUNICIPAL BUILDING SURVEYOR

Residential

Commercial

NATURE OF BUILDING WORK

Construction of a new building or dwelling	Alterations to existing building or dwelling
Demolition of a building or dwelling	Removal of a building or dwelling
Extension to existing building or dwelling	Change of use of an existing building
Re-erection of a building	Swimming Pool Installation
Re-block or restump	

PROPOSED USE OF BUILDING⁴

FLOOR AREA OF PROPOSED BUILDING WORKS

Is there a contract for the building work? If yes, state the contract price \$

If no, state the estimated cost of the building work (including the cost of labour and materials) and attach details of method of estimation \$

PROPERTY DETAILS

Vol:	Folio:	Allotment No:	CP/LP/PS:
Street No:	Street/Road:		
City/Suburb:			

APPLICANT/OWNER

Name:	
Postal Address:	Postcode:
Address for serving or giving of documents:	
Email address:	
Contact person:	Telephone:

OWNERSHIP DETAILS (if differs from applicant)

Owner name:	Telephone:
Postal Address:	Postcode:

BUILDER (if differs from applicant)

Company Name:	
Postal Address:	Postcode:
Contact person:	Telephone:

BUILDING PRACTITIONERS¹ AND/OR ARCHITECTS

(a) to be engaged in the building work²

Name:	Category / Class:	Registration No:
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BUILDING PRACTITIONERS¹ AND/OR ARCHITECTS

(b) who were engaged to prepare documents submitted with this application³

Name:	Category / Class:	Registration No:
Name:	Category / Class:	Registration No:

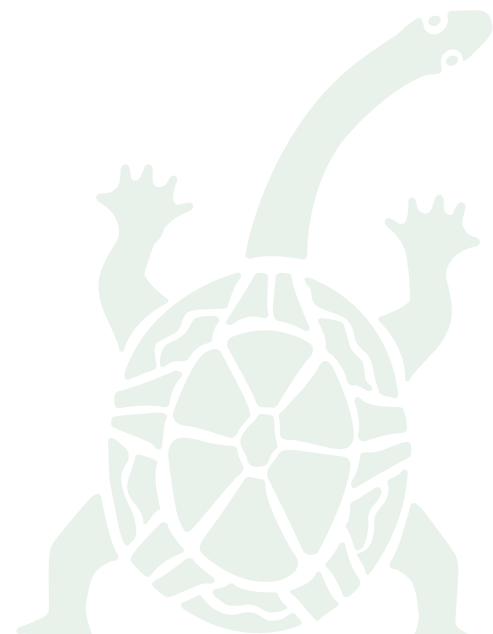
OWNER BUILDER⁵ (if applicable)

I intend to carry out work as an owner builder	Yes/No
Please note commercial works cannot be undertaken as an owner builder – This includes farm sheds	

STAGE OF BUILDING WORK

If the application is to permit a stage of the work	
Extent of stage:	Value of stage: \$

Signature (Owner / Agent of owner):
Date:



Note 1: Building practitioner means-

- a) A building surveyor; or
- b) A building inspector; or
- c) A quantity surveyor; or
- d) An engineer engaged in the building industry; or
- e) A draftsman who carries on a business of preparing plans for building work or preparing documentation relating to permits and permit applications; or
- f) A builder including a domestic builder; or
- g) A person who erects or supervises the erection of prescribed temporary structures; or
- h) A person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to be building practitioners.

But does not include-

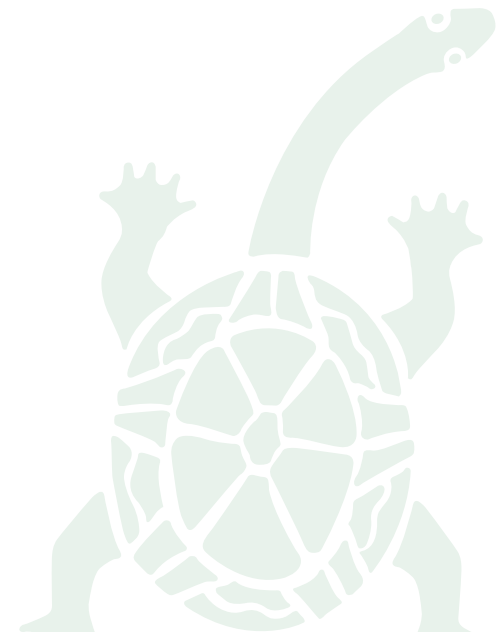
- i) An architect; or
- j) A person (other than a domestic builder) who does not carry on the business of building.

Note 2: Include building practitioners with continuing involvement in the building work.

Note 3: Include only building practitioners with no further involvement in the building work.

Note 4: The use of the building may also be subject to additional requirements under other legislation such as the liquor control Reform Act 1998 and Dangerous Goods Act 1985.

Note 5: If an owner-builder there are restrictions on the sale of the building under section 137B of the Building Act 1993. Section 137B prohibits an owner builder from selling a building on which domestic building work has been carried out within six and a half years from the completion of the relevant building work unless they have satisfied certain requirements including obtaining compulsory insurance. The building commission maintains a current list of domestic insurance providers.



OWNER BUILDER DECLARATION ONLY

(Can Only Apply to Domestic Building Works - Do not complete if you are a Registered Builder)

I / We (owner builder) applicants

for a building permit for the construction of (type of building) at

(address of works).

I/We are aware of our obligations under the Domestic Building Contracts & Tribunal Act 1995 specifically relating to employing sub-contractors during the construction of the project to a cost in excess of \$10,000. That is, if domestic building work is carried out as defined in the Act, such work must be insured and carried out by a registered building practitioner.

I/We are also aware of our obligations if we sell the property within 6 ½ years of the date of the occupancy permit, in that we have to then undertake to insure the work under the Domestic Building Contracts & Tribunal Act 1995 for the remaining period of time from the date of occupancy permit.

Signed:

Date:

