

BUILDING CERTIFICATION APPROVALS



OCCUPATION CERTIFICATE APPLICATION FORM

Environmental Planning and Assessment Act 1979 Sections 6.4 (c) and 6.10 and clause 149 of the Environmental Planning and Assessment Regulation 2000

Type of certificate sought:

Tick appropriate boxes:

- Occupation certificate (Whole)
- Occupation certificate (Partial)

Subject premises:
(lot, DP/MPS etc)

Applicant Details: (written consent from owner/(s) required.)

Name:
(In block letters)
Address:.....

Contact Number: Phone Fax:

Owner of building: (if not applicant)

Name:
(In block letters)

Address:
.....

Development consent number or Complying development certificate details:

Application No:
Date of determination:

Construction Certificate details:

Application No:
Date of issue:

Building details:

Description of the building:

.....

Building Code of Australia Classification/s:

Whole or part of building included in this application:.....

New building/part: Existing building/part:

I apply for an Occupation Certificate for the development or works described in this application.

Applicant's Signature

Date

Attachments:

- Copy of development consent or complying development certificate
- Construction certificate (where relevant)
- Final fire safety certificate (see note 2)
- Basix certificate completion receipt,, except if the application is for a part of a partially completed building
- Copy of any relevant compliance certificate
- Other certificates relied on e.g: structural engineer's certificate

Note 1: Before an occupation certificate may be issued, the Principal Certifier must be satisfied that:

- a development consent or a complying development certificate is in force with respect to the building, and
- a construction certificate has been issued with respect to the plans and specifications for the building.

Note 2: A final fire safety certificate or interim fire safety certificate is not required for a class 1a or class 10 building.

Note 3: An occupation certificate can only be issued by the Principal Certifier.

Note 4: It is an offence to occupy a building (including alterations and additions to a building) without obtaining an occupation certificate, as required under the *Environmental Planning and Assessment Act 1979*

Privacy

The personal details requested on this form are required under the *Environmental Planning and Assessment Act 1979* and will only be used in connection with the requirements of this legislation.