

Building Permit Application form

Building Act 1993 & Building Regulations 2006 (Reg301)



L1, 5/95 Bell Street Coburg 3058
Po Box 234 Coburg 3058
P (03) 9350 7441
e: permits@permitpoint.com.au

AGENT DETAILS: (COMPLETE THIS SECTION IF YOU ARE NOT THE OWNER & ARE APPLY AS THE AGENT ON BEHALF OF THE OWNER)

FROM: ☐ Architect / Draftsperson ☐ Tenant / Lessee ☐ Other

Owner or agent:

Postal Address:

Email:

Post Code

Address for serving or giving of documents

Address

Post Code

Contact Person

Telephone

☐ Tick here if the applicant is a lessee or licensee of Crown Land to which this application applies.

OWNERSHIP DETAILS

(if agent listed above):

Owner:

Postal Address:

Post Code

Contact Person

Telephone

Email:

PROPERTY DETAILS

Address		Post Code:			
Lot/s		Volume		Folio	
LP/PS		Crown Allot.		Section	

☐ Tick here if land owned by the Crown or a public authority.

OWNER BUILDER⁵ (if applicable):

I intend to carry out the work as owner builder Yes ☐ No ☐

BUILDER (if known)

Postal Address:

Post Code:

Contact Person

Telephone

NATURE OF BUILDING WORK (Tick if applicable or give other description)

- | | |
|--|--|
| <input type="checkbox"/> Construction of a new building | <input type="checkbox"/> Extension to an existing building |
| <input type="checkbox"/> Alterations to an existing building | <input type="checkbox"/> Change of use of an existing building |
| <input type="checkbox"/> Demolition of building | <input type="checkbox"/> Removal of a building |
| <input type="checkbox"/> Re-erection of a building | <input type="checkbox"/> Other |

PROPOSED USE OF BUILDING:

No. Of STOREYS: **PROPOSED FLOOR AREA:**M²

BUILDING PRACTITIONERS¹ AND/OR ARCHITECT

(a) To be engaged in the **Building Work²**:

Category/Class	Registered Practitioner Name	Registration No.
Builder/Demolisher		

(If a registered domestic builder carrying out domestic building work, attach details of the required insurance.)

(b) Who were engaged to **Prepare Documents** forming part of the application for this permit³?

Category/Class	Registered Practitioner Name	Registration No.
Architect/Draftsperson		
Engineer (Civil/Structural)		
Engineer (Mechanical)		
Engineer (Electrical)		
Engineer (Fire Safety)		

COST OF BUILDING WORK: Is there a contract for the building work? Yes ☐ No ☐

If yes, state the **total contract price** \$ (**Including GST**)

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

\$..... (**Including GST**)

STAGE OF BUILDING WORK: If application is to permit a stage of the building work:

Extent of Stage:

Cost of building work for this stage: \$.....

SIGNATURE OF OWNER /AGENT: **DATE**.....

PRINT NAME OF OWNER /AGENT:.....

IMPORTANT NOTES:

By signing this form I acknowledge that:

- I hereby appoint Adnan Ramadan from Permit Point Building Consultants as the Relevant Building Surveyor for the proposed Building Works.
- I confirm this application has not been lodged with another building surveyor.
I confirm that the building work referenced in this application has not commenced or has not been constructed.
- I am applying for the building permit as the current Owner or as an Agent appointed & authorised by the Owner of the building/land to make this application & act on their behalf.
- I have read and agree with Permit Point Building Consultants attached Terms & conditions of engagement.

NOTES:1. Building Practitioner means:

- a building surveyor; or
- a building inspector; or
- a quantity surveyor; or
- an engineer engaged in the building industry; or
- a draftsman who carries on a business or preparing plans for building work or preparing documentation relating to permits and permit applications; or
- a builder including a domestic builder; or
- a person who erects or supervises the erection of prescribed temporary structures; or
- 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:
 - an architect
 - a person (other than a domestic builder) who does not carry on the business of building;

- Include building practitioners with continuing involvement in the building work.
- Include only building practitioners with no further involvement in the building work.
- The use of the building may also be subject to additional requirements under other legislation such as the **Liquor Control Reform Act 1998** and the **Dangerous Goods Act 1985**.
- 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 the building on which domestic building work has been carried out within 6½ years from the completion of the relevant works unless they have satisfied certain requirements including obtaining compulsory insurance. The Building Commission maintains a current list of domestic building insurance providers.