

Occupation Certificate Application
Section 109C(1)(c) of the Environmental Planning and Assessment Act 1979

Receipt of Application
(Urban Approvals to complete- webcopy)

Date:
 Delivery by: Hand Post Electronic Transmission
(Must not be by facsimile)
 Signed by Urban Approvals:

Application & Site Details

1. Purpose of Application:

<input type="checkbox"/> To enable occupation of a new building, or new additions to an existing building	<input type="checkbox"/> DA Consent	How was the building work authorised? (copies of each <u>MUST</u> be attached) No.: Date:
	<input type="checkbox"/> Complying Development Cert.	No.: Date:
	<input type="checkbox"/> Construction Cert.	No.: Date:
How was the change authorised? (copies of each <u>MUST</u> be attached)		
<input type="checkbox"/> To enable change of use of an exiting building	DA Consent No.:	Date:
	Date of SEPP No. 4 Notification:	

2. Location and Title Description of the Property/Land:

Street No & Street:
 Suburb:
 Lot(s):
 Section:
 Deposited Plan(s):
 Strata Plan:
 Other:

3. Applicant:

Family/Company Name:
 Given Names/ACN:
 Postal Address:
 EMAIL:
 Phone:
 Facsimile:
 Contact Person:

4. Owner(s) of Property:

Family/Company Name:
 Given Names/ACN:
 Postal Address:
 EMAIL:
 Phone:

5. What type of building is it:

<input type="checkbox"/> Dwelling	<input type="checkbox"/> Outbuilding
<input type="checkbox"/> Office	<input type="checkbox"/> Factory
<input type="checkbox"/> Shop <i>For residential flat buildings of 3 or more storeys and 4 or more dwellings</i>	<input type="checkbox"/> Other (please specify).....
	Design Verification Statement provided? <input type="checkbox"/> Yes <input type="checkbox"/> No

6. Building Code of Australia Classifications

(As identified in the Development Consent)

New / existing classifications of
the building under the Building
Code of Australia:

7. Interim or Final Certificate required?

Interim Final

If final, has an interim Occupation Certificate already been issued?

Yes Certificate No.: Date: No

8. Certificate for Whole or Part of Building:

Whole Part Which part:

9. Identification Survey attached?

(Required for new buildings or additions to existing buildings)

Yes
 Not Applicable

10. Compliance Certificates attached?

Yes
 Not Applicable

11. Fire Safety Certificates attached?

(Required for Class 2 to 9 buildings)

Yes
 Not Applicable

12. BASIX Certificate attached?

Yes
 Not Applicable

Payment of Fees

13. Fees and Charges:

The Owner/Applicant agrees to pay Urban Approvals the fees and charges set out in the Fee Schedule, as updated and/or amended from time to time or as per quotation.

Execution

14. Owner's Consent:

(Must be signed by the owner of the land. If more than one owner, every owner must sign. If the owner is a company, must be signed by a director of the company)

As owner of the land to which this application relates, I consent to this application. I also give consent for authorised officers of Urban Approvals to enter the land to carry out inspections.

Signature of Owner/s: Date:

If you are signing on the owner's behalf as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence (*eg power of attorney, executor, trustee, director*).

Signature on behalf of Owner/s: Date:

15. Applicant's Declaration

DECLARATION

I declare that all the information given is true and correct. I also understand that:

- (a) If incomplete, the application may be delayed or rejected, and
- (b) More information may be requested within 21 days of lodgement.

Signature of Applicant:.....