

Date of Receipt of Application: _____

Information for the applicant

- This form may be used to apply for a construction certificate (a "CC") to carry out building work or subdivision work.
- A CC has no effect if it is issued after the building work or subdivision work to which it relates is physically commenced on the land to which the relevant Development Consent.
- To minimise delay in receiving a decision about the application, please fill in all sections and ensure all relevant information and documents are provided. The documents required to accompany the application are detailed in Attachment A.

SECTION A. Details of the Applicant*

**An application for a construction certificate may only be made by a person who has the benefit of the development consent. An application may not be made by person who will carry out the building work or subdivision work unless that person owns the land on which the work is to be carried out.*

Mr Ms Mrs Dr Other:

Company (if applicable)

ABN (if applicable)

First name

Family name

Unit/Street no.

Street Name

Suburb or town

State

Postcode

Mobile

Email

Alternative Phone

SECTION B. Details of the Property

Unit/Street no.

Street Name

Suburb or town

State

Postcode

Lot

Section

D.P.

SECTION C. Description of the Development

Briefly describe the development. For example, if a dwelling is proposed, include information such as the type of building (house, townhouse, villa etc), the number of floors, the number of bedrooms, the major building material (brick, brick veneer, timber clad etc).

Class under the Building Code of Australia

SECTION D. Estimated cost of the development

\$ The contract price, or if there is no contract a genuine and accurate estimate, for all labour and material costs associated with all demolition and construction required for the development, including the cost of construction of any building and the preparation of a building for the purpose for which it is to be used (such as the costs of installing plant, fittings, fixtures and equipment). GST is also to be included.

SECTION E. Development Consent

Development Consent Number:

Date of development consent (if already granted):

Name of consent authority:

SECTION F. List of Documents

Please complete the below prior to submitting. If you are still waiting on documents, please write "to be provided" Note: If further space is required, separate lists may be provided.

Type of Document	Author, Job Number, Plan Number etc
Site Plan with distances of the development to all boundaries and lot width at the building line	
Design Plans of the Development including overall height of the development, floor plans, elevations, sections etc	
Engineering Plans of the Development including footing, framing and bracing details and structural design certification etc	
Soil Report	
Specifications	
BASIX Certificate with commitments indicated on plans and specifications	
Owner Builder Permit or Home Building Compensation Fund (required prior to the commence of works)	
Existing Fire Safety Statement issued within 6 months of this application	
List of proposed fire safety measures	
Number of people proposed (capacity) for an entertainment venue	
Deposited Plan (DP)	

SECTION G. Development Statistics

To be completed for the purposes of providing information to the Australian Bureau of Statistics: (MUST BE COMPLETED)

Gross site area (m ²)		Number of dwellings to be demolished	
Gross floor area of existing building (m ²)		Number of dwellings to be constructed	
Gross floor area of new building work (m ²)		Will the new building be attached to an existing building	
Number of pre-existing dwellings on the site		Does the site contain a dual occupancy	
How many storeys will the building have			
What are the current uses of the building			
What will be the new building uses (if changed)			

Materials (construction works):

Walls				Roof				Floor				Frame			
Brick (double)	11	Steel	60	Tiles	10	Concrete/slate	20	Timber	40						
Brick (vener)	12	Aluminium cladding	70	Concrete/slate	20	Timber	40	Steel	60						
Concrete/stone	20	Other	80	Fibre cement	30	Other	80	Aluminium	70						
Fibre cement	30	Not specified	90	Steel	60	Not specified	90	Other	80						
Timber	40			Aluminium	70			Not specified	90						
Curtain glass	50			Other	80										
				Not specified	90										

SECTION H. Builder Details

Builder Name or Name of Owner Builder	Builder Licence No or Owner Builder Permit No
<input type="text"/>	<input type="text"/>

Builder Address

Builder Email Address

Builder Phone Number

SECTION I. Long Service Levy

Long Service Levy is payable for building and construction projects costing \$25,000 and above (inclusive of GST). The levy is calculated at 0.35 % of the total cost of works and is payable online to the Long Service Corporation via the following link: <https://portal.longservice.nsw.gov.au/bci/levy/>. Once payment is made a copy of the receipt is required to be submitted.

SECTION J. BASIX

A copy of the BASIX Certificate is required to be submitted for any applications involving a BASIX affected development, or a BASIX optional development for which a BASIX certificate has been obtained. For further information see the BASIX website: www.basix.nsw.gov.au.

SECTION K. Authority to Enter and Inspect Land

Information for the Applicant and Owner: A certifying authority must not issue a CDC for development unless the certifying authority, or an accredited certifier or council on behalf of the certifying authority, has carried out an inspection of the site of the development. By signing this Application, the Applicant, and if the Applicant is not the owner of the property, the owner also, authorise the certifying authority, Nat Andrews and employees of Certifiers 2U Pty Ltd, to enter the subject property at any reasonable time for the purpose of carrying out an inspection in connection with the assessment of this Application. The Applicant and the owner undertake to take all necessary steps make access available to the property to enable the inspection to be carried out.

SECTION L. Owners and Applicants Consent and Declaration

ALL applicants listed in Section A are required to sign below, along with **ALL** of the owners of the property.

By signing below, I/we consent to the making of this application.

As the person having the benefit of the development consent for the building works identified in this Notice, I/we hereby certify:

1. All prescribed complying development consent conditions that are required to be satisfied prior to the commencement of building work will be satisfied.
2. That the building work is intended to commence no earlier than two days after the date of determination of this certificate.

Applicant(s) Name	<input type="text"/>	Applicant(s) Signature	<input type="text"/>	Applicant Company Seal <input type="text"/>
	<input type="text"/>		<input type="text"/>	
Owner(s) Name	<input type="text"/>	Owner(s) Signature	<input type="text"/>	Owner Company Seal <input type="text"/>
	<input type="text"/>		<input type="text"/>	

NOTE all applications are required to be accompanied by proof of ownership along with the required documents noted in Section M below, and any other additional documents that may be applicable to the project. These can be submitted electronically.