

**FORM 1 – Regulation 24  
Building Act 1993  
Building Regulations 2018**

**APPLICATION FOR A BUILDING PERMIT**

To (Building Surveyor): \_\_\_\_\_

**From**

**Owner/Agent of Owner:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

**Post Code:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

Indicate if the applicant is a lessee or license of Crown land to which this application applies [ ] (tick if applicable)

Contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Ownership Details**

**Owner:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

**Post Code:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Property Details**

Number	Street/Road			City/Suburb/Town			P/Code
Lot/s		LP/PS		Vol		Folio	
Crown Allotment		Section		Parish		County	
Municipality				Allotment area (New Buildings Only)			M <sup>2</sup>

Land owned by the Crown or public authority [ ] (tick if applicable)

**Builder** (if known)

**Name:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

**Post Code:** \_\_\_\_\_

**Building Practitioners<sup>1</sup> and/or Architect**

a) to be engaged in the building work<sup>2</sup>

Name	Category/Class	Registration No

(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 applications for this permit<sup>3</sup>

Name	Category/Class	Registration No

**Nature of Building Work\***

Construction of a new building	[ ]	Alterations to an existing building	[ ]
Demolition of a building	[ ]	Removal of a building	[ ]
Extension to existing building	[ ]	Change of use of an existing building	[ ]
Re-erection of a building	[ ]	Other	[ ]

\*Tick if applicable or give other description

Proposed use of building.....

**Owner Builder<sup>5</sup>** (if applicable)

I intend to carry out the work as an owner/builder Yes [ ] No [ ]

**Cost of Building Work**

Is there a contract for the building work Yes [ ] No [ ]

Is 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 the method of estimation \$.....

**Stage of Building Work**

If application is to permit a stage of the work:

Extent of stage..... Cost of work for this stage \$.....

**Signature**

Signature of owner or agent..... 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 documentations 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 the 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 6 ½ 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**

I/We are aware of our obligations under the Domestic Building Contracts Act 1985 specifically relating to employing subcontractors during construction of the project. This is, if domestic work is carried out as defined in the Act, and exceeds \$10,000, such work must be carried out by a registered building practitioner, and where the cost exceeds \$16,000 the contractor must provide Builders Warranty Insurance.

I/We are also aware of our obligations, if we sell the property within 6 ½ years of the date of the Occupancy Permit (or the Certificate of Final Inspection) in that we have to then undertake to insure the work done under the Domestic Building Contracts Act 1995, for the remaining period of time from the date of the Occupancy Permit still effective at the date of sale of the property.

Signed..... Date.....

Signed..... Date.....