

APPLICATION FOR A BUILDING PERMIT

Building Act 1993, Building Regulations 2018, Regulation 24

To: The Municipal Building Surveyor

From applicant (to whom the permit is to be issued to)

Owner / Agent of Owner		ACN / ARBN	
Postal address of applicant		Postcode	
Email of applicant		Phone/Mobile	

Address for serving or giving documents

Address		Postcode	
Contact person		Phone/Mobile	
Email			

Indicate if the applicant is a lessee of Crown Land to which this application applies (tick only if applicable)

Contact person		Phone/Mobile	
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Indicate if a lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part of a building leased by that lessee (tick only if applicable)

Ownership Details (if applicant is agent of owner)

Name of owner(s)		ACN / ARBN	
Postal Address		Postcode	
Contact person		Phone/Mobile	
Email			

Property Details (include title details as and if applicable)

Street Number		Street					
Township/Locality						Postcode	
Lot/s/CA		LP/PS/Sec		Volume		Folio	
Parish		County				Municipal District	Loddon Shire
Allotment Area (for new dwellings only) m ²							
Land owned by the Crown or a public authority							

Builder Details

If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable).

Builders Name		ACN / ARBN	
Postal Address		Postcode	
Building Practitioner Registration No.			
Email		Phone/Mobile	



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Natural person for service of directions, notices and orders (if a builder is a body corporate)

Name		Telephone	
Postal Address		Postcode	

Building Practitioner or Architect engaged to prepare documents for this permit

List any building practitioner or architect engaged to prepare documents forming part of the application for this permit.

Name		Category/Class		Reg'n #	
Name		Category/Class		Reg'n #	

Nature of building work Tick if applicable or give other description

Construction of a new building	<input type="checkbox"/>	Alterations to an existing building	<input type="checkbox"/>
Demolition of a building	<input type="checkbox"/>	Removal of a building	<input type="checkbox"/>
Extension to an existing building	<input type="checkbox"/>	Change of use of an existing building	<input type="checkbox"/>
Re-erection of a building	<input type="checkbox"/>	Construction of swimming pool or spa	<input type="checkbox"/>
Construction of swimming pool or spa barrier	<input type="checkbox"/>	Construction of a small second dwelling	<input type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>
Description (if other): _____			

Proposed Use Describe the proposed use of the building

Proposed use of building	
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Social Housing

Does any of the building work include the construction of social housing as referred to in regulation 281B of the Building Regulation 2018?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Indicate 'Yes' if the building work, which is the subject of this application, includes the construction of social housing or if other building work, which is the subject of a related staged building permit, includes the construction of social housing.				

Emergency Recovery

Does any of the building work include the construction of a dwelling that was destroyed or damaged in an emergency referred to in regulation 166J(b) or the Building Regulation 2018?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
<i>(Indicate Yes if the building work, which is the subject of this application, includes the construction or repair of the dwelling within the same municipal district as the destroyed or damaged residential dwelling.)</i>				

Cost of building work (All costs specified in an application are to be inclusive of GST)

If Application for a building permit is made by a person other than an owner-builder.

Part A				
Is there a contract or agreement (other than a cost-plus contract or agreement) with a builder for carrying out the building work?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
If yes, specify the contract price or agreed amount to be paid to the builder (including cost of labour and materials) under the contract or agreement.	\$			
If no, is there a cost-plus contract or agreement with a builder for carrying out the building work?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
If yes, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including cost of labour and materials) under the contract or agreement.	\$			
Specify the cost of any chattel under the contract or agreement.	\$			
Specify the cost of any prescribed excluded item under the contract or agreement.	\$			

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Part B				
Specify the class or classes of building to which the building work relates:				
Does the building work relate to both -				
(i)	One or more buildings in a class 2,3,4,5,6,7, or 8 building: and	YES		NO
(ii)	One or more buildings in class 1, 9 or 10 building.	YES		NO
If yes, specify the information required under Part A and Under Part C (if applicable) according to whether the building work relates to -				
(i)	Building in a class 2, 3, 4, 5, 6, 7 or 8 building: and			
(ii)	Buildings in a class 1, 9 or 10 building.			
Part C				
All stages of staged building work				
Does the application relate to a stage of the whole of the building work?		YES		NO
If yes, specify the extent of the stage:				
Is there a contract or agreement (other than a cost-plus contract or agreement) for carrying out the whole of the building work for all the stages?		YES		NO
If yes, specify the contract price or agreed amount to be paid to the builder (including for the cost of labour and materials) under the contract or agreement.		\$		
If no, is there a cost-plus contract or agreement with the builder for carrying out the whole of the building work for all the stages?		YES		NO
If yes, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including for the cost of labour and materials) under the contract or agreement.		\$		
Specify the cost of any chattel under the contract or agreement.		\$		
Specify the cost of any prescribed excluded item under the contract or agreement.		\$		
If Application for a building permit is made by an owner-builder.				
Part A				
I intend to carry out the building work as an owner-builder.		YES		NO
Specify the owner-builder certificate of consent number (if applicable):				
Specify the owner- builder's estimated cost (including for labour and materials) of the owner-builder carrying out the building work.		\$		
Part B				
Will the owner- builder be engaging one or more builders or carry out part of the building work?		YES		NO
If yes, specify the information in relation to whichever of the following applies-				
(i)	If the engagement is under a contract or agreement that is not a cost-plus contract or agreement, specify the contract price or agreed amount to be paid to each builder (including for the cost of labour and materials)	\$		

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(ii)	If the engagement is under a cost-plus contract or agreement, specify the builder's estimated amount that each builder will receive or is likely to receive (including for the cost of labour and materials)	\$		
Part B				
Will the owner- builder be engaging one or more builders to carry out part of the building work?		YES		NO
If yes, specify the information in relation to whichever of the following applies-				
(i)	If the engagement is under a contract or agreement that is not a cost-plus contract or agreement, specify the contract price or agreed amount to be paid to each builder (including for the cost of labour and materials)	\$		
(ii)	If the engagement is under a cost-plus contract or agreement, specify the builder's estimated amount that each builder will receive or is likely to receive (including for the cost of labour and materials)	\$		
Part C				
Specify the cost of any chattel relating to Part A and /or Part B		\$		
Specify the cost of any prescribed excluded item relating to Part A and / or Part B.		\$		
Part D				
All stages of staged building work by an owner-builder				
Does the application relate to a stage of the whole of the building work?		YES		NO
If yes, specify the extent of the stage:				
Specify the owner- builder's estimated cost (including for labour and materials) of the owner-builder carrying out the whole of the building work for all stages.		\$		
Specify the cost of any chattel in relation to building work carried out by the owner- builder.		\$		
Specify the cost of any prescribed excluded item in relation to building work carried out by the owner-builder.		\$		
Is there a contract or agreement (other than a cost-plus contract or agreement) with a builder or carry out part of the whole of the building work for all stages?		YES		NO
If yes, specify the contract price or agreed amount to be paid to the builder (including for the cost of labour and materials) under the contract or agreement.		\$		
If no, is there a cost-plus contract or agreement with a builder to carry out part of the whole of the building work for all stages?		YES		NO
If yes, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including for the cost of labour and materials) under the contract or agreement.		\$		
Specify the cost of any chattel under the contract or agreement		\$		
Specify the cost of any prescribed excluded item under the contract or agreement.		\$		
PART E				
Specify the class or classes of the building to which the building work relates:				
Does the building work relate to both-				
(i)	One or more buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and	YES		NO
(ii)	One or more buildings in a class 1, 9, or 10 building?	YES		NO



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If yes, specify the information required under Part A and / or Part B (if applicable) and under Part C and Part D (if applicable) according to whether the building work relates to-

(i)	Building in a class 2, 3, 4, 5, 6, 7 or 8 building: and	
(ii)	Buildings in a class 1, 9 or 10 building.	

Building details

BCA Classification(s)		Total floor area of new building work	m ²	No of storeys	
Floor Material		Frame Material			
External wall material		Roof cladding material			
Number of existing dwelling		Number of dwellings demolished		Number of new dwellings	

Signature of applicant		Date	
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1. *This form serves as an appointment of a Registered Building Surveyor under the Building Act 1993.*
2. *A person must not appoint another Registered Building Surveyor if the Municipal Building Surveyor has been appointed to carry out the functions specified in Section 76 of the Building Act 1993 or other related functions under the Building Act for this building work.*

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