

# APPLICATION FOR A BUILDING PERMIT

Building Act 1993 Building Regulations 2018  
Regulation 24 (Schedule 4) Form 1



To the Relevant Building Surveyor	Wes Maxwell	BS-U 16269
-----------------------------------	-------------	------------

## APPLICANT DETAILS (OWNER/AGENT OF OWNER)

*Owner/*Agent of owner			
*ACN/*ARBN			
Postal Address of applicant			Postcode
<b>Address for serving of documents</b>			
Postal Address			Postcode
Contact Person			
Telephone (BH)		Mobile	
Email			
Indicate if the applicant is a lessee or licensee of Crown land to which this application applies			
<b>Lessee responsible for building work</b> Indicate if a lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part of the building leased by that lessee <input type="checkbox"/>			
Contact Person		Telephone	

## OWNERSHIP DETAILS (if applicant is agent of owner)

Name of owner (s)			
*ACN/*ARBN			
Postal Address			Postcode
Contact Person			
Telephone BH)		Mobile	
Email			

## PROPERTY DETAILS

Number		Lot/s		Street/Road			
City/Suburb				Postcode		LP/PS	
Volume		Folio		Crown Allotment		Section	
Parish				County			
Municipal District				Allotment Area m <sup>2</sup> (new dwelling only)			
Land Owned by Crown or Public Authority				Yes/No			

## BUILDER

Name			
ACN/ARBN			
Building practitioner registration no.			
Postal Address		Postcode	
Telephone (BH)		Mobile	
Email			

*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)*

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

Name		Telephone	
Postal Address		Postcode	

**BUILDING PRACTITIONERS AND/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		Registration No.	
Name			
Category/Class		Registration No.	
Name			
Category/Class		Registration No.	

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

Construction of a new building		Alterations to an existing building	
Demolition of a building		Removal of a building	
Extension to an existing building		Change of use of an existing building	
Re-erection of a building		Construction of swimming pool barrier	
Construction of swimming pool		Construction of a small second dwelling	
Proposed use of Building		Other (give description)	

**Note:** Under the **Building Act 1993** swimming pool is defined to include a spa.

**SOCIAL HOUSING**

Does any of the building work include the construction of social housing as referred to in Regulation 281B of the Building Regulations 2018?	Yes/No
--	--------

*Include 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) of the Building Regulations 2018? Yes/No

*[Indicate Yes if the building work, which is the subject of this application, includes the construction or repair of a dwelling within the same municipal district as the destroyed or damaged residential dwelling].*

**\*OWNER-BUILDER**

I intend to carry out the work as an owner builder	Yes/No
Owner builder certificate of consent no. (if applicable)	

**COST OF BUILDING WORK**

Is there a contract for the building work	Yes/No
If 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	\$
Does the building work relate to more than one class of building, including a class of building referred to in section 205G(2A) of the Building Act 1993 and a class 1, 9 or 10 building?	Yes/No
If yes, provide the cost of the building work that relates to the class or classes referred to in section 205G(2A) of the <b>Building Act 1993</b> and the cost of the building work that relates to a class 1,9 or 10 building:	
Cost of building work relating to a class 2 – 8 building	\$
Cost of building work relating to a class 1, 9 or 10 building	\$

## STAGE OF BUILDING WORK

If application is to permit a stage of the work -	
Extent of Stage	
Cost of work for this stage	\$
Cost of work for the whole of the building work	\$

## APPLICANT/AGENT DECLARATION

<p>In making this application the applicant/owner declares that he/she understands that –</p> <ul style="list-style-type: none"><li>• <b>(For Agent of the Owner Only)</b> I am authorised by the owner of the building or land in writing to make this application on their behalf pursuant to section 248 of the Building Act 1993.</li><li>• I have not previously appointed another private or municipal building surveyor to perform the functions of Relevant Building Surveyor under Section 76 of the Building Act 1993.</li><li>• There are no outstanding Building Notices or Building Orders on the above property.</li><li>• This application will be considered active for six (6) months. If the request for additional information has not been addressed within this time frame, the application will be deemed to have lapsed. A fee will apply for the works completed to date or for the re-instatement of the application.</li><li>• <b>Termination of Appointment</b> The appointment of the RBS may be terminated by the owner only with the written consent of the Victorian Building Authority. On such termination the RBS shall be entitled to be paid all outstanding fees and disbursements incurred.</li><li>• <b>Fees</b><ul style="list-style-type: none"><li>a) I agree that a non-refundable fee is payable to GBA upon signing the application form.</li><li>b) Applications will not be processed until the non-refundable deposit has been paid. The invoice will be issued upon lodgement and sent to the applicant</li><li>c) Building Permits will not be issued until the building permit fee, council fees and government levies have been paid in full.</li><li>d) Failure to pay fees when due will incur additional costs and the applicant shall be liable to pay any debt collection fees and costs that may arise as a result of late or nonpayment of fees.</li><li>e) Building Permit fees quoted and/or invoiced to you are only valid for 60 days. Should the Permit not be issued within that period, GBA reserves the right to alter the permit fee in line with market prices.</li><li>f) <i>Additional fees will be payable for: additional or re-inspections, the preparation of Building Notices or Building Orders or attendance at the Building Appeals Board, or the assessment of performance based solutions applicable to meet the requirements of the BCA and protection of adjoining property provisions.</i></li></ul></li></ul>
--

## SIGNATURE

<b>APPLICANT</b>	<b>DATE</b>
------------------	-------------

## APPOINTMENT OF BUILDING SURVEYOR – OWNER CONSENT

(to be filled out if the owner is not the applicant and has not signed the application form)  
(Pursuant to Sec.76 and 78 respectively Building Act 1993)

I/We (Owners)				
of (address)				
being the registered owner/s of (site address)	Lot		No	
Street				
Township				
Formally appoint (building surveyor) Wes Maxwell BSU- 16269 as the relevant building surveyor for this project				
Signed by owner				
Dated				

**Gippsland Building Approvals**  
PO BOX 427 (80 Graham Street) Wonthaggi 3995  
ACN: 118 536 477 ABN: 12 118 536 477  
T: (03) 5672-4655 E:admin@gbas.com.au [www.gbas.com.au](http://www.gbas.com.au)