

PRONTO BUILDING PERMITS

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Form 1

Regulation 24

Building Act 1993

Building Regulations 2018

APPLICATION FOR A BUILDING PERMIT

To: Relevant Building Surveyor: Patti Smith

From: Owner/Agent of Owner:

ACN/ARBN:

Address: Postcode:

Telephone: Mobile:

Email:

Indicate if the applicant is a lessee or licensee of Crown land to which this application applies []

Tick if applicable

Ownership Details (only if agent of owner listed above)

Owner:

Address: Postcode:

Telephone: Mobile:

Email:

Property Details:

Lot/s Number Street Suburb

Postcode LP/PS

Land owned by the Crown or a public authority [YES/NO]

Municipal District Allotment area

Builder:

Name: Telephone:

Address: Postcode:

Mobile: Email:

Building Practitioners and/or architect

Name: Category/Class: Registration Number:

Name: Category/Class: Registration Number:

Name: Category/Class: Registration Number:

Name: Category/Class: Registration Number:

Nature of Building Work

Construction of new building	[]	Alterations to existing building	[]
Demolition of a building	[]	Removal of a building	[]
Extension to an existing building	[]	Change of use of existing building	[]
Re-erection of a building	[]	Construction of swimming pool or	
Construction of swimming pool or		spa barrier	[]
spa	[]	Other [give description]	[]

Description of proposed building work

Owner-builder

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]

If yes, state the contract price

\$.....

If no, state the estimated cost of building work
(including cost of labour and materials) and
attach details of method of estimation

\$.....

Stage of building work [if applicable]

If the application is to permit a stage of the work –

Extent of stage

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

Declaration

In making this application the owner/agent declares that he/she understands that -

- the fees and charges associated with this application must be paid upon application and that no refunds will be available after the application has been considered by the Relevant Building Surveyor; and
- the standard terms and conditions for the provision of online appointment and lodgement of building applications, building surveying and associated services have been read, understood and agreed (terms and conditions available on our website or upon request); and
- I/We 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; and
- I/We confirm that I/we are/am appointing Patti Smith of Pronto Building Permits pursuant to Sects 76,77 & 78 of the Building Act 1993.
- The collecting of the information on this form for the purpose of providing the service or permit, the information will be used for administration of this service or permit, but will not be disclosed to any other party except, as required by law. If you fail to provide this information, the service or permit may not be processed. You may access this information by contacting the Relevant Building. Surveyor.

Signature:..... Date:.....

Print Name:.....

Lodgement Documents (as applicable) Regulations 24,25,26,28,29 Building Regulations 2018	
Building Plans	*Owner Builder Consent from VBA
Current Certificate of Title (max 3 months old)	*Engineers Computations
Plan of Title	*Engineers Compliance Certificate
Soil Report	*Engineers Plans
Specifications/general notes (on plans)	*Planning Permit (If required)
Property information Regulation 51(2) Building Regulations 2018	*Planning approved plans
*Builders Insurance Certificate	*Approved drainage plans
*Extract of building contract showing the name of the parties to the contract.	*Energy Rating Report
*Legal Point of Discharge Reg 133(2) Building Regulations 2018	*BAL Assessment

*if applicable

Note: Additional documents may be required after the application has been checked