OCCUPATION CERTIFICATE APPLICATION FORM

Certibuild Building Certification

APPLICATION TYPE (select one)

Interim	Final		Where a Development Consent is dated prior to 1 December 2019 (DA or CDC)
Partial	Whole	Part	Where a Development Consent is dated 1 December 2019 or later (DA or CDC)

DEVELOPMENT SITE DETAILS

Lot No.:	Section No.:	DP / SP No.:
Street Address:		
Suburb:		Postcode:

THE DEVELOPMENT

Description of the building or part of the building to which the application relates. If the application relates to a new use of the building or part of the building, also describe the new use.

Building classification under the Building Code of Australia, as identified by the CDC or CC	
Existing classification:	New classification (if changed):

DEVELOPMENT CONSENT & CONSTRUCTION CERTIFICATE DETAILS

DA No.:	Council:	Approval Date:
CC / CDC No.:	Certifying Authority:	Approval Date:

ATTACHMENTS RELATING TO THE DEVELOPMENT

Applicants must provide the documents as listed below where they are relevant or applicable to the development.

Compliance Certificates	BASIX Completion Certificate	Fire Safety Certificate

APPLICANT DETAILS

An application for an Occupation Certificate may only be made by a person who is eligible to appoint a Principal Certifier for the development. An application may not be made by a person who will carry out the building work unless that person owns the land on which the work is to be carried out.

Name:		
Postal Address:	Suburb:	Postcode:
Phone:	Mobile:	Email:
Signature:	Signature:	
Date:	Date:	

APPLICATION DELIVERY

An application for an Occupation Certificate must be delivered by hand, by post or transmitted electronically to the principal office of the Principal Certifier. Applications MAY NOT be sent by fax.

DATE OF RECEIPT OF APPLICATION (Office Use Only)

This Application was received on: