|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **INFORMATION FOR THE APPLICANT**  This form can be used to:   1. notify the council and the principal certifying authority that you intend to commence building or subdivision work, 2. notify the council and the authority that granted development consent or a complying development certificate that you have appointed a   principal certifying authority,   1. notify council and the authority that granted development consent or complying development certificate that the accredited certifier   accepts their appointment as the principal certifying authority,  *In accordance with the requirements of the Environmental Planning and Assessment Act 1979, Sections 81(1), (2) & (3) and 86(1) & (2)*  \*Note: a separate notice will be forwarded to the person with the benefit of the development consent or complying development certificate notifying of any critical stage inspections and other inspections that are to be carried out in respect of building or subdivision works | | | | | | | |
| **SECTION A. DETAILS OF THE APPLICANT / PERSON GIVING NOTICE**  *Note - This must be the person having the benefit of the development consent or complying development certificate. This cannot be the builder unless they own the land on which the work is to be carried out.* | | | | | | | |
| Mr  Ms  Mrs  Dr  Other: | | | | | |  | |
| Applicant Name (company or individual) | | | | | | | |
| Applicant Address (Unit/Street no. , Street Name, Suburb or Town , State , Postcode) | | | | | | | |
| Daytime Telephone | | | Fax | | | | Mobile |
| Email | | | | | | | |
| Signature |  | | | | Date: / / | | |
| **SECTION B. ADDRESS OF THE LAND ON WHICH THE DEVELOPMENT IS TO BE CARRIED OUT**  *Note - Location and title details of the land are shown on your rate notices and property deeds.* | | | | | | | |
| Unit / Street no. | | Street Name | | | | | |
| Suburb or Town | | | State | | | | Postcode |
| Lot no. | | | | DP / SP no. | | | |
| **SECTION C. DESCRIPTION OF THE DEVELOPMENT**  *Briefly describe the development. For example, if a dwelling is proposed, include information such as the type of building (house, townhouse, villa etc.), the number of floors, the number of bedrooms, the major building material (brick, brick veneer, timber clad etc.)* | | | | | | | |
| Does the development relate to building work or subdivision?  Building Work  Subdivision | | | | | | | |
| Description of the work | | | | | | | |
| **SECTION D. DETAILS OF THE DEVELOPMENT APPROVAL(S)** | | | | | | | |
| Development Application no. | | | | Date the development consent was granted | | | |
| **OR** | | | | | | | |
| Complying Development Certificate no. | | | | Date the certificate was granted | | | |
| Construction Certificate no. | | | | Date the certificate was granted | | | |
| **SECTION E. RECEIPT OF APPLICATION** | | | | | | | |
|  | | | | | | | |
| This Notice was received by Checkpoint Building Surveyors on:  *(Please stamp ‘Received’ stamp or write date received in the space provided).* | | | | *Date Received:* | | | |
| **SECTION F. STEPS TAKEN BY THE APPLICANT/PERSON WITH THE BENEFIT OF THE DEVELOPMENT CONSENT OR COMPLYING DEVELOPMENT CERTIFICATE** | | | | | | | |
| **Indicate the steps that you have taken by ticking the appropriate boxes below** .  I have met all of the conditions in the development consent or the complying development certificate required to be satisfied prior to  commencement of any building or subdivision works.  The owner or the person with the benefit of the development consent or complying development certificate has appointed the principal certifying  authority for the whole project as described in Sections B & C above. (Refer to the construction certificate/complying development certificate and  appointment of principal certifying authority form) | | | | | | | |
| **Principal Certifying Authority** | | | | | | | |
| Name of PCA  Joshua Gary Graham | | | | | |  | |
| Accreditation Body: Accreditation No:  Building Professionals Board BPB1945 | | | | | | | |
| Postal Address  Studio 5, Shops 10-11, 38 Exchange Parade, Smeaton Grange, NSW 2567 | | | | | | | |
| Daytime Telephone  (02) 4647 3023 | | | Mobile  0418 211 132 | | | | Email  joshuag@check-point.com.au |
| **SECTION G. RESIDENTIAL BUILDING WORK** | | | | | | | |
| **PART 1.** Are you going to be carrying out any residential building work?  Yes Please complete Part 2 and 3 below  No **Please go directly to Section H**  **PART 2.** Are you an owner builder?  Yes What is your owner builder permit number:  No The work must be carried out by a principal contractor who is the holder of a valid contractor license. As the person with the benefit of the development consent or complying development certificate, you are responsible for notifying your principal contractor of any critical stage inspections and other inspections. This information will be forwarded to you with this appointment of the principal certifying authority.  **Provide the details of the principal contractor for this residential development below:** | | | | | | | |
| Postal Address | | | | | | | |
| Principal contractors license no. | | | | | | | |
| Daytime Telephone | | | Mobile | | | | Email |
| Name of the insurer by which work is insured under Part 6 of the Home Building Act 1989 (Copy of Home Warranty Insurance) | | | | | | | |
| **\*Note: If arrangements for doing the residential building work are changed while the work is in progress so that the information above becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates has given the council written notice of the updated information.**  **Part 3.** Does Clause 74 (Exemptions from insurance for multi-storey buildings) of the Home Building Regulation 2004 apply to this development?  Yes **Please go directly to Section H**  No Please go to Part 4 below.  **Part 4.** Is the reasonable market cost of the labour and materials to be used less than $12,000?  Yes Attach to this notice a declaration (signed by each owner of the land) that the reasonable market cost of labour and materials to be  used is less than $12,000.  No Attach to this notice evidence (a certificate of insurance pursuant to Part 6 of the Home Building Act) that the licensed person to  carry out this type of work  **\*Note: Where an owner-builder engages any sub-contractor for any work component exceeding $12,000 in cost, a contract of insurance pursuant to Part 6 of the Home Building Act must be in force for each component.** | | | | | | | |
| **SECTION H. DATE THE WORK WILL COMMENCE** | | | | | | | |
| The building/subdivision work described above is intended to commence on (\*Note: this date cannot be less than 2 days from the date of this notice)  **DATE OF COMMENCEMENT:** | | | | | | | |
| Day / Month / Year | | |  | | | |  |
| **SECTION I. ACKNOWLEDGEMENT BY PRINCIPAL CERTIFYING AUTHORITY** | | | | | | | |
| **The principal certifying authority must sign this notice.**  I acknowledge that in the case of residential building work, I have seen evidence that the builder is licensed and insured, or that I have seen  evidence that the building works are to be undertaken by a person with an owner-builder permit.  I acknowledge that I have been appointed as the Principal Certifying Authority for this development.  I can confirm that contributions and levies payable under Section 85A (9) have been paid.  I can confirm that receipt for payment of the security and bonds has been received, in accordance with Clause 136M of the EP&A Regulation  2000.  I am satisfied that the preconditions of complying development certificate have been met before commencement of work. | | | | | | | |
| Applicant Name (company or individual)  Joshua Gary Graham | | | | | | | |
| Applicant Address (Unit/Street no. , Street name, Suburb or Town , State , Postcode)  Studio 5, Shops 10-11, 38 Exchange Parade, Smeaton Grange NSW 2567 | | | | | | | |
| Daytime Telephone  (02) 4647 3023 | | | Email  joshuag@check-point.com.au | | | | Mobile  0418 211 132 |
| Signature |  | | | | Date: | | |
| **SECTION J. PRIVACY POLICY.** | | | | | | | |
| The information you provide in this notice is required under the Environmental Planning and Assessment Act 1979 if you are going to erect a building or carry out subdivision work. If you do not provide the information to the consent authority, you cannot commence the work. The information will be held by the consent authority and by the council (if the council is not the consent authority). Please contact the council if the information you have provided in this notice is incorrect or changes. | | | | | | | |