

Application for a Building Permit Form 1

Building Act 1993
Building Regulations 2018 (Regulation 24)

To: Municipal Building Surveyor

From

Owner

Agent of Owner

(tick applicable field)

*(*Leave blank if inapplicable)*

Name: _____ *ACN /
*ARBN: _____

Postal Address of Applicant: _____

Suburb: _____ Postcode: _____

Email: _____

Address for serving or giving of documents: _____ Postcode: _____

Indicate if the applicant is a lessee or licensee of Crown land to which this application applies *(tick if applicable)*

Contact Name: _____ **Telephone:** _____

Lessee responsible for Building Work

Indicate if a lessee of the building, of which part are leased by different person, is responsible for the alterations to a part of the building leased by that lessee. *(tick if applicable)*

Ownership Details* *(if applicant is agent of Owner)*

*Name of Owner/s: _____ *ACN /
*ARBN: _____

Postal address: _____

Suburb: _____ Postcode: _____

Contact person: _____ Telephone: _____

Email: _____

Property Details

Number: _____ Street/Road: _____

Suburb: _____ Postcode: _____

Lot/s: _____ LP/PS: _____ Volume: _____ Folio _____

Allotment Area *(for new dwelling only)*: _____ m²

Land owned by the Crown or a public authority: *(tick if applicable)*

Builder

Name: _____ Telephone: _____

Postal address: _____

Suburb: _____ Postcode: _____

*Building Practitioner Registration No: _____

*ACN/*ARBN _____

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 a Body Corporate)*

Name: _____ Telephone: _____

Postal Address: _____

Suburb: _____ 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: _____ Registration: _____ Category/Class: _____

Name: _____ Registration: _____ Category/Class: _____

Name: _____ Registration: _____ Category/Class: _____

Name: _____ Registration: _____ Category/Class: _____

If a registered domestic builder carrying out domestic work, attach details of the required Insurance.

Nature of Building Work

| | |
|---|---|
| <input type="checkbox"/> Construction of a new building | <input type="checkbox"/> Alteration 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 barrier |
| <input type="checkbox"/> Construction of swimming pool or spa | |
| <input type="checkbox"/> Other: <i>(give description)</i> _____ | |

Proposed Use of Building _____

Owner Builder

I intend to carry out the work as an Owner Builder:

Yes No

Owner Builder Certificate of Consent No. *(if applicable)*

Consent No: _____

Cost of Building Work

Is there a contract for the building work:

- Yes If yes, state the contract price: \$ _____
- No 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 \$ _____

Stage of Building Work

If application is to permit a stage of the work -

Extent of stage: _____ Cost of work for this stage: \$ _____

Signature











Signature of Applicant: _____ Date: _____

Payment

Invoice will be emailed after application has been registered.

| | |
|--|---|
| <ol style="list-style-type: none"> 1. Mail: Post completed form with cheque to: City of Greater Dandenong PO BOX 200, Dandenong VIC 3175 2. In Person: Visit a City of Greater Dandenong customer service centre and hand in the completed form. 3. Online: Credit Card Payment - MasterCard or Visa <ul style="list-style-type: none"> • Go to: www.greaterdandenong.com - Building Services - Click - Pay online - Enter your invoice number and follow the prompts to make your payment. | <p>Submit Application to:</p> <p>Email:</p> <p>building.services@cgd.vic.gov.au</p> |
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|  Phone 8571 1000  Fax 8571 5196  council@cgd.vic.gov.au |  NATIONAL RELAY SERVICE TTY: 133 677 Speak and listen: 1300 555 727 Internet: www.iprelay.com.au  TIS: 13 14 50 | Find us online  greaterdandenong.com     |
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