

25895

C5



Australian
Capital Territory
Government

ACT Planning and
Land Authority

Certificate of Completion of Building Work (from certifier) Application for Certificate of Occupancy and Use (COU) (by owner)

- Certifiers should use this form to notify the Building Controller within seven days of building being completed, by using **Parts A & B**
- Owners of land (or their agent) should use this form to apply for a COU by using **Parts A & C**
- It is an offence for a person to occupy or use, or to permit another person to occupy or use, a building or part of a building (including a swimming pool) unless a respective COU has been issued (except where it is exempt from requiring a COU).
- Send or lodge this form at: BEPCON GPO Box 1908 Canberra ACT 2601 or BEPCON Cnr Lysaght & Hoskins Sts Mitchell ACT
- NOTE: If either **Part B** or **C** cannot be completed, the form can be lodged and the missing part lodged later. However, a COU cannot be issued if the certificate (**Part B**) and an application (**Part C**) are not lodged.

WARNING TO OWNERS: DO NOT SIGN THIS FORM UNTIL YOU HAVE READ THIS ADVISORY INFORMATION

It is recommended that owners seek appropriate advice to determine whether the building work and other contract requirements have been completed satisfactorily. This form should not be signed before the completion of building work.

PART A Project - Owner or certifier to complete

Plan registration number 033755/A
Block 36 Section 22 Unit
Suburb Campbell
Description of work Alterations to Residence & Bay Window

Please indicate if the project involved:

electrical work ☒ Yes ☐ No
plumbing or sanitary drainage work ☒ Yes ☐ No

PART B - Certifier declaration

Name of certifier Glenn Chambers Certifier number B14

The building work referred to herein appears to me to have been completed, and I hereby give to the Building Controller advice that:

I am satisfied that:

- the building work has been completed in accordance with the requirements of the Building Act 1972 and substantially in accordance with the approved plans; and
- the building or part of the building that is the work as erected or altered (including demolished where applicable) is structurally sufficient, sound and stable for the purposes for which it is intended to be occupied or used.

The following documents are required under subsection 40 of the Building Act 1972.

- Written evidence of the obtaining of any consents and approvals required to have been obtained under paragraph 34 (1) (d);
- A copy of the plan referred to in paragraph 38A (2) (a);
- A copy of all certificates issued under subsection 38A (7) in relation to the building work;
- Where the regulations require that, upon completion of the building work, the consent or approval of any person, body or authority is to be obtained - written evidence of the obtaining of that consent or approval;
- Any certificate obtained under section 39A, if no certificate under that section has been obtained, a written statement to the effect that - the certifier is satisfied that the building or part of the building as erected or altered is structurally sufficient, sound and stable for the purposes for which it is to be occupied or used; and no certificate under section 39A is required;
- All other documents or papers relating to the building work referred to in paragraph 40(1)(j) of the Building Act 1972.

I have provided all the relevant documents required by subsection 40 (1) of the Building Act 1972.

If the owner of the land applies for a certificate the Building Controller would be justified in issuing a certificate in respect of the work under the subsection below: (tick one box only).

☐ 53(2), ☒ 53(3), ☐ 53(4), ☐ 53(7), ☐ 53(8) of the Building Act 1972

This building work is subject to an alternative solution under the BCA ☐ Yes ☒ No

PART C - Owner (or agent) to complete

Owner details - (include ALL owners)

Owners
name(s)

A contact
postal
address

Only if different to property street address

Contact
phone no.

Agent details - (if applicable)

Agent's
name

Postal
address

Contact
phone no.

NOTE: You may only make this application on behalf of the owners of the property if you have appropriate written authorisation from all of the owners and attached it to this application. This also applies if you are a part owner or joint owner making application on behalf of the owners.

Declaration - (by owner or agent)

I am (or we are):

Tick one
box only

☒

the only owner(s) of the above described land:
the agent authorised by the owner(s) to apply for a COU on their behalf, and I have attached that authority:

I (or we) am satisfied that the building work and related requirements have been completed to my (our) satisfaction and hereby apply for a COU in respect of the above described work to be issued and sent to:

Tick one
box only

☒

the owner(s) address
the agent's address
BEPCON Mitchell Office for collection

READ THE WARNING ON THIS FORM BEFORE SIGNING

Signatures of
ALL owners
or agent

Date

9/12/2003


9/12/2003

10/12/2003
12/12/2003
12/12/2003

Metropolitan Building Surveyors and Certifiers

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Final Inspection Report

Project No: M 23239																		
Project Description: <i>ALTERATIONS TO RESIDENCE & BAY WINDOW</i>																		
Unit	Block 36	Section 22	Suburb <i>CAMPBELL</i>															
Address:		Builder: <i>PETER LAWRENCE</i>																
Approved Plan No: 033755/A		Amended Plan/s No:																
<p>I certify that the building work inspected:</p> <p>Is substantially in accordance with the approved plan <input checked="" type="checkbox"/></p> <p>Is not in accordance with the approved plan <input type="checkbox"/></p> <p>Requires re-inspection when items below are rectified <input type="checkbox"/></p> <p><i>The following items require attention:</i></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>																		
<p>Notes:</p> <p>.....</p> <p>.....</p> <p>.....</p>																		
<p>Required Certifications</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Structural</td> <td><input type="checkbox"/> Hydrlics</td> <td><input type="checkbox"/> Mechanical</td> </tr> <tr> <td><input type="checkbox"/> Civil</td> <td><input type="checkbox"/> Glazing</td> <td><input type="checkbox"/> Fire Services</td> </tr> <tr> <td><input type="checkbox"/> Electrical</td> <td><input type="checkbox"/> Health</td> <td><input type="checkbox"/> Liquor Licensing</td> </tr> <tr> <td><input type="checkbox"/> Survey</td> <td><input type="checkbox"/> Trusses</td> <td><input type="checkbox"/> Wet Seal</td> </tr> <tr> <td><input type="checkbox"/> Termite</td> <td><input type="checkbox"/> Other</td> <td></td> </tr> </table>				<input type="checkbox"/> Structural	<input type="checkbox"/> Hydrlics	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Civil	<input type="checkbox"/> Glazing	<input type="checkbox"/> Fire Services	<input type="checkbox"/> Electrical	<input type="checkbox"/> Health	<input type="checkbox"/> Liquor Licensing	<input type="checkbox"/> Survey	<input type="checkbox"/> Trusses	<input type="checkbox"/> Wet Seal	<input type="checkbox"/> Termite	<input type="checkbox"/> Other	
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Inspected by: <i>Glenn Chambers</i>		Signature: 	Date: <i>9. / 12. / 2003</i>															
Certifier: Glenn Chambers B14		Certifier's Signature: (When inspected by Certifier's agent)																

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Inspection Report

[illegible]

Metropolitan Building Surveyors and Certifiers

Inspection Report

Project No: M 23239			
Project Description: <i>ALTERATIONS TO RESIDENCE & BAY WINDOW</i>			
Unit	Block <i>36</i>	Section <i>22</i>	Suburb: <i>CAMPBELL</i>
Address: [REDACTED]		Builder: <i>PETER LAWRENCE</i>	
Approved Plan No: <i>033755/A</i>		Amendment Plan/s No:	
Inspection Stage: <i>Floor Frame</i>			
<p>I certify that the building work inspected:</p> <p>Is substantially in accordance with the approved plan <input checked="" type="checkbox"/></p> <p>Is not in accordance with the approved plan <input type="checkbox"/></p> <p>Requires re-inspection when the items below are rectified: <input type="checkbox"/></p> <p>The following items require attention:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>			
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> FAXED 14 AUG 2003 BY: </div>			
Work May Proceed to the Next Stage: <input checked="" type="checkbox"/> Work Not to Proceed to the Next Stage: <input type="checkbox"/>			
Notes: <i>90x45 F17 K/D H/W joists to bay window cantilevered and bolted to sides of existing joist @ 450m cts. 100x75 H/W bearers & 90x45 F17 K/D H/W joists @ 450m cts to laundry where existing concrete floor removed.</i>			
Inspected by: <i>Glenn Chambers</i>		Signature: [REDACTED] Date: <i>13/8/2003</i>	
Certifier: <i>Glenn Chambers B14</i>		Certifier's Signature: <small>(When inspected by Certifier's agent)</small>	



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Registration Acknowledgement

Certifier Glenn Chambers		Site for Project	
Tel: [REDACTED]		Address [REDACTED]	
		Suburb CAMPBELL	Section Block 22 36
Please quote this number for all enquiries Project Number : 033755		Plan Plan Number 033755/A Plan Registered 11 August 2003	

This is a registration for a new project consisting of **1** project items

Nature of Work	Project Item Description	Unit	Other Description	Area/LM	Value
ALTERATIONS TO	RESIDENCE			2	[REDACTED]

Building Levy

[REDACTED]

certificate

of insurance

P W & R A Lawrence

Builder Name: P W & R A Lawrence
ABN: 14 933 217 790
Licence Number: 6972B
Owner/s:

Job / Site Details

At: Unit No: Block: Section: 34


Building Contract Details

Fixed Price Contract Dated: 05/07/2003 Declared Building Contract Value:

For the Construction of: Alteration/Addition

Special Conditions:

Signed for and on behalf of the insurer:

AON  **HIA INSURANCE SERVICES**
Tailormade
for the trade

HIA INSURANCE SERVICES P/L
ABN 84 076 460 967
An associated company of
Aon Risk Services Australia Ltd
79 Constitution Avenue
Campbell ACT 2612
Telephone (02) 6249 6366
Facsimile (02) 6257 7635
CLAIMS ENQUIRY LINE
1800 554 255

Certificate No: 30444
Local Authority Copy
Issue Date 07/07/2003

Please note that Aon Risk Services Australia Ltd ABN 17 000 434 720 is arranging the insurance policy as agent of the insurer below.

They also act as agent of the insurer below and not as agent of the insured in dealing with or settling any claim.

Total includes Policy Fees, Stamp Duty and GST.

Insurer:

- Royal & Sun Alliance Insurance
Australia Ltd ACN 005 297 807
ABN 48 005 297 807





Planning & Land Management

ABN 37 307 569 373

16 Challis Street Dickson
GPO Box 1908 Canberra ACT 2601
Homepage: www.palm.act.gov.au

Tax Invoice/Receipt

Telephone Enquiries:

Customer Service Centre
ACTLIC Plan Room
BEPCON Dickson Office
BEPCON Mitchell Office

(02) 6207 1923
(02) 6207 1939
(02) 6207 6400
(02) 6207 6262

Receipt No: 253/0033/000008

Date: 18/02/2003

Time: 13:21:39

Payment Totals----->

Cash	Cheque	Card	EFTPOS	Total
0.00		0.00	0.00	

Item

Design & Siting
Training Levy
Building Levy

Block/Section

000-0036-0022-CAMP
000-0036-0022-CAMP
000-0036-0022-CAMP

Remarks

Debtor

Invoice Qty
0
0
0

Total Payments

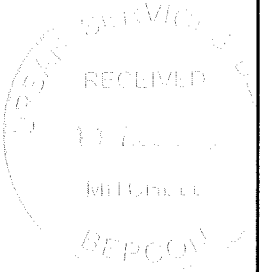
Cashier Signature

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Australian
Capital Territory

Planning and Land



25895

Part A:

**Application by Owner for Building Approval and
Owner's Appointment of a Certifier and
Owner's Notification to Certifier of Builder Details**

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C3

Part B:

**Certifier's Registration to Building Controller of
Building Approval and
Certifier's Notification to Building Controller of Builder Details**

Part A - Owner to complete

Lessee/owner details

Surname or company name

Title/First name/ Initials or
Australian Company Number (ACN)

If a company, name of contact person

Postal address

Site details

Block

36

Section

22

Unit

Suburb

CAMPBELL

Street address

In appointing a certifier you are appointing the person that you wish to check the building work carried out by the builder and to certify if that work meets the requirements of the *Building Act 1972*.

I hereby advise as required by the *Building Act 1972*:

I have appointed

GLENN CHAMBERS

to act as a certifier in relation to this building work (must be an individual person)

I have also appointed

as my agent to act on my behalf (if applicable to this application)

If the builder has not been selected at the time of making this application a separate C3 form should be used later to provide these details to the certifier

I also provide notification to the certifier, that the licensed builder for my building work is as follows:

Builder's name

P & R Lawrence

Licence number

6972

Licence class

B

(OB for owner builder)

Signature of builder

Signature of owner

7/7/2003

**IMPORTANT
NOTICE TO
OWNER**

Please read the
warnings on page 4
of this form before
signing

Privacy notice

The personal information on this form is being collected to enable a suitable auditing and compliance role of builders and certifiers by the Government appointed Auditor and to provide statistical information to the Australian Bureau of Statistics on building matters.

Part B - Certifier to complete

Description of building work in this building approval

Describe each item of building work in this building approval	BCA Occupancy class	BCA Construction type	Area (m ²)	Number of storeys	Cost of works (Refer building note 25)
1. Alterations to Residence & Bay Window	1a	N/A	2	1	
2.					
3.					
4.					
5.					
6.					

If more than 6 items, please attach further details

Building Approval

I have issued the building approval for the building work described in this application and provide the following to the Building Controller in accordance with the relevant provisions of the Building Act 1972:

- a copy of the approval
- a copy of the relevant plans
- notification of my appointment as certifier (refer to part A of this form)
- the determined fee of

Construction Industry Training Levy: ☐ applies ☐ No ☒ Yes, and the following are payment details

Payment date 18 / 2 / 2003

Amount paid

Receipt number 253/0033/000008

Builder Details

I have checked the builder details notified to me by the owner in Part A of this form and hereby notify the Building Controller in accordance with the Building Act that in my opinion (checked the licence-class, restrictions, endorsements and date of expiry) the licence authorises the carrying out of the building work described in this application

Residential Building-Statutory Warranties, Insurance and Fidelity Certificates (where applicable as required by the Building Act 1972)

I hereby advise the Building Controller that in my opinion there is in effect an insurance policy or fidelity certificates in respect of the building work as described in this application that complies with the relevant provisions of the Building Act and provide the following particulars to identify the policy or certificate:

Insurer See Attached

Policy/Certificate number

Insured value

\$

Entitlement to Act as a Certifier

In performing services as a certifier in relation to this work I am not in breach my entitlement to act as a certifier in accordance with the Construction Practitioners Registration Act 1998.

This building approval is subject to an alternative solution under the BCA ☐ Yes ☒ No

Signature of Certifier

Date 10 / 8 / 2003

Name

Registration No. B14