

Schedule 4—Forms

FORM 1

Regulation 24

Building Act 1993

Building Regulations 2018

APPLICATION FOR A BUILDING PERMIT

To (Building surveyor)

From

*Owner/*Agent of owner

*ACN/*ARBN

Postal address of applicant

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

†

Contact person

Telephone

Lessee responsible for building work

Indicate if a lessee of the building, of which parts
are leased by different persons, is responsible for
the alterations to a part of the building leased by
that lessee

†

*Ownership details (if applicant is agent of owner)

Name of owner(s) [*insert full name(s)*]

*ACN/*ARBN

Postal address

Postcode

Contact person

Telephone

Email

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Property details

Number	Street/road	City/suburb/town	Postcode
Lot/s	LP/PS	Volume	Folio
Crown allotment	Section	Parish	County
Municipal district	Allotment area (for new dwellings only) m ²		
Land owned by the Crown or a public authority	<input type="checkbox"/> †		

Builder

Name	Telephone
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*ACN/*ARBN

*Building practitioner registration no.

Postal address	Postcode
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[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
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Postal address	Postcode
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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	Category/class	Registration no.
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Name	Category/class	Registration no.
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Nature of building work

Construction of a new building	<input type="checkbox"/> †	Alterations 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 barrier	<input type="checkbox"/> †
Construction of swimming pool	<input type="checkbox"/> †		
Other [give description]	<input type="checkbox"/> †		

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Construction of a small
second dwelling †

Proposed use of building

Note

Under the **Building Act 1993** *swimming pool* is defined to include a spa.

Social housing

Does any of the building work include the construction of social housing as referred to in regulation 281B of the Building Regulations 2018? [Yes/No]

[Indicate Yes if the building work, which is the subject of this application, includes the construction of social housing or if other building work, which is the subject of a related staged building permit, includes the construction of social housing.]

Emergency recovery

Does any of the building work include the construction of a dwelling that was destroyed or damaged in an emergency referred to in regulation 166J(b) of the Building Regulations 2018?

[Yes/No]

[Indicate Yes if the building work, which is the subject of this application, includes the construction or repair of a dwelling within the same municipal district as the destroyed or damaged residential dwelling.]

Cost of the building work

Note

All costs specified in an application are to be inclusive of GST.

***If application for a building permit is made by a person other than an owner-builder**

Part A

Is there a contract or agreement (other than a cost-plus contract or agreement) with a builder for carrying out the building work? [Yes/No]

If yes, specify the contract price or agreed amount to be paid to the builder (including for the cost of labour and materials) under the contract or agreement \$

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If no, is there a cost-plus contract or agreement with a builder for carrying out the building work? [Yes/No]

If yes, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including for the cost of labour and materials) under the contract or agreement \$

Specify the cost of any chattel under the contract or agreement \$

Specify the cost of any prescribed excluded item under the contract or agreement \$

Part B

Specify the class or classes of building to which the building work relates:

Does the building work relate to both—

- (i) one or more buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and
- (ii) one or more buildings in a class 1, 9 or 10 building? [Yes/No]

If yes, specify the information required under Part A and under Part C (if applicable) according to whether the building work relates to—

- (i) buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and (ii) buildings in a class 1, 9 or 10 building.

Part C

All stages of staged building work

Does the application relate to a stage of the whole of the building work?
[Yes/No]

If yes, specify the extent of the stage:

Is there a contract or agreement (other than a cost-plus contract or agreement) for carrying out the whole of the building work for all of the stages?
[Yes/No]

If yes, specify the contract price or agreed amount to be paid to the builder (including for the cost of labour and materials) under the contract or agreement \$

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If no, is there a cost-plus contract or agreement with a builder for carrying out the whole of the building work for all of the stages? [Yes/No]

If yes, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including for the cost of labour and materials) under the contract or agreement \$

Specify the cost of any chattel under the contract or agreement \$

Specify the cost of any prescribed excluded item under the contract or agreement \$

***If application for a building permit is made by an owner-builder**

Part A

I intend to carry out the building work as an owner-builder [Yes/No]

Specify the owner-builder certificate of consent number (if applicable):

Specify the owner-builder's estimated cost (including for labour and materials) of the owner-builder carrying out the building work \$

Part B

Will the owner-builder be engaging one or more builders to carry out part of the building work? [Yes/No]

If yes, specify the information in relation to whichever of the following applies—

- (i) if the engagement is under a contract or agreement that is not a cost-plus contract or agreement, specify the contract price or agreed amount to be paid to each builder (including for the cost of labour and materials) \$
- (ii) if the engagement is under a cost-plus contract or agreement, specify the builder's estimated amount that each builder will receive or is likely to receive (including for the cost of labour and materials) \$

Part C

Specify the cost of any chattel relating to Part A and/or Part B \$

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Specify the cost of any prescribed excluded item relating to Part A and/or Part B \$

Part D

All stages of staged building work by an owner-builder

Does the application relate to a stage of the whole of the building work?
[Yes/No]

If yes, specify the extent of the stage:

Specify the owner-builder's estimated cost (including for labour and materials) of the owner-builder carrying out the whole of the building work for all stages \$

Specify the cost of any chattel in relation to building work carried out by the owner-builder \$

Specify the cost of any prescribed excluded item in relation to building work carried out by the owner-builder \$

Is there a contract or agreement (other than a cost-plus contract or agreement) with a builder to carry out part of the whole of the building work for all stages? [Yes/No]

If yes, specify the contract price or agreed amount to be paid to the builder (including for the cost of labour and materials) under the contract or agreement \$

If no, is there a cost-plus contract or agreement with a builder to carry out part of the whole of the building work for all stages? [Yes/No]

If yes, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including for the cost of labour and materials) under the contract or agreement \$

Specify the cost of any chattel under the contract or agreement \$

Specify the cost of any prescribed excluded item under the contract or agreement \$

Part E

Specify the class or classes of building to which the building work relates:

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Does the building work relate to both—

- (i) one or more buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and
- (ii) one or more buildings in a class 1, 9 or 10 building?

[Yes/No]

If yes, specify the information required under Part A and/or Part B (if applicable) and under Part C and Part D (if applicable) according to whether the building work relates to—

- (i) buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and
- (ii) buildings in a class 1, 9 or 10 building.

Signature

Signature of applicant

Date

* Delete if inapplicable

† Tick if applicable