

OCCUPANCY PERMIT APPLICATION



Building Act 1993, Building Regulations 2018
Regulation 186 (1) Form 15

Applications (addressed to the Municipal Building Surveyor) may be lodged by:

Email:	council@shepparton.vic.gov.au	Office Use Only			
Post:	Locked Bag 1000 Shepparton VIC 3632	Class	Type	Year	Number
In Person:	At Greater Shepparton City Council Customer Service Centre.				
Phone:	03 5832 9700				

APPLICANT DETAILS

You are the: Owner Agent of Owner¹ (tick applicable box)

Name / Business Name				Contact Person		
Postal Address				Suburb		Postcode
Phone		Mobile		ACN/ARBN		
Contact Person's Email						

In accordance with Section 42 of the *Building Act 1993*, I hereby apply for an Occupancy Permit for the building at:

PROPERTY DETAILS

Number		Street / Road		City / Suburb	
Postcode					

NATURE OF APPLICATION (tick applicable box)

<input type="checkbox"/> New building	<input type="checkbox"/> Amendment to existing occupancy permit
<input type="checkbox"/> Change of use of an existing building	<input type="checkbox"/> Alteration to an existing building
<input type="checkbox"/> Other (Please Specify)	

BUILDING PERMIT DETAILS

Permit No:

BUILDING PRACTITIONERS AND / OR ARCHITECTS WHO WERE ENGAGED IN THE BUILDING WORK²

Name		Category / Class		Registration No.	
Name		Category / Class		Registration No.	
Name		Category / Class		Registration No.	

USE APPLIED FOR

Part of Building		Proposed Use		BCA Class	
Part of Building		Proposed Use		BCA Class	
Part of Building		Proposed Use		BCA Class	

CERTIFICATES OF COMPLIANCE

Copies of compliance certificates for plumbing work and electrical work must be submitted in accordance with Regulation 186(2)(b)

SIGNATURE OF OWNER OR AGENT¹		DATE	
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NOTES

Note 1	Pursuant to Section 248 of the <i>Building Act 1993</i> , a person must not act on behalf of an owner of a building or land for the purpose of making any application, appeal or referral under this Act or the regulations unless the person is authorised in writing by the owner to do so. Penalty: 120 penalty units.
Note 2	Include practitioners who were involved in the building work and were not listed at the time of completion of the application for building permit.