

APPLICATION FOR OCCUPATION CERTIFICATE

Date Received _____

Development Approvals Granted & Approval Date	
Development Application No:	
Complying Development Certificate No:	
Construction Certificate No:	

Applicants details	Applicant cannot be the builder unless the property owner also
First Name:	
Surname:	
Address:	
Email:	
Phone no:	
Applicants signature:	I declare that all the information in the application including compliance certificates supplied with the with the application is to the best of my knowledge is true and accurate. Should this found not to be the case any approval may be voided

Owner details	(All owners are required to hand sign the application)
Owners name:	
Owners address:	
Email:	
Phone no:	
Owners signature:	<p>I declare that all the information in the application including compliance certificates supplied with the application is to the best of my knowledge is true and accurate. Should this found not to be the case any approval may be voided</p> <p>_____ (owner 1)</p> <p>_____ (owner 2)</p>

Subject property	
Lot/ Deposited Plan:	
Address:	
Suburb:	

Building details	
Proposed use of the building: (eg dwelling, garage)	
BCA building class:	
Whole or part of building: (if part please describe what part)	

Required attachments for residential buildings (where relevant)	
Waterproofing certificate for wet areas from installer/builder (eg bathrooms, laundries, toilets)	
Termite treatment installation certificate from licenced installer (termite sticker to be installed within meter box)	
BASIX compliance certificate from builder (to confirm BASIX commitments have been completed as per the approved BASIX certificate)	
Smoke alarm installation certificate from electrician (to confirm hardwired and interconnected where more than one Smoke alarm is installed)	
Survey report (where required to confirm floor levels and boundary setbacks)	
Bushfire letter of compliance (in bushfire prone areas to confirm BAL level construction requirements met)	
Final plumbing certificate as issued by Council	
Others certificates as required by development consent issued by Council	

Class 2-9 buildings	
Final fire safety certificate for fire safety measures as installed within the building as per the fire safety schedule	
Section J compliance letter, certificates for energy efficient measures such as insulation, glazing types etc	
Structural engineers certificate (where required)	
Other certificates as required by the development consent issued by Council	