

# APPLICATION FOR OCCUPANCY PERMIT

Section 217

To:  *Building Surveyor*

*Address*

*Suburb/postcode*

Form **4**

## Applicant / Owner details:

*Note: Only an owner or agent of the owner may make an application*

**Owner:**

**Address:**

**Phone No:**

**Fax No:**

**Email address:**

**Owner builder:** Yes:  *(X if applicable)*

**Agent:**

**Address:**

**Phone No:**

**Fax No:**

**Email address:**

*Note: Agents to be authorised in writing by the owner*

## Details of building work:

**Address:**

**Lot No:**

**Certificate of title No:**

**Type of work:**  *(new building / alteration / addition / repair / demolition / removal / re-erection / other)*

**Use of building:**

**Building class:**

**New use:**  *(if change of use)*

**Occupancy details:**

This application is for:

*(X if applicable.)*

The whole of the building work referred above.

The listed part of the building work referred above

The refurbishment of the building referred above

The change of use of the building referred above

Details part of building work

**Documents provided:**

Documents / information required by the Building Surveyor –

*Document description:*

*Prepared by:*

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The building work will be carried out in accordance with the *Building Act 2016, the Building Regulations 2016* and the National Construction Code.

**Owner /  
Agent:**  
*(Delete one not applicable)*

*Name: [print]*

*Signed*

*Date*