

APPLICATION FOR CERTIFICATE FOR PUBLIC USE (Form 15)

(Section 363A Building Act 2004)
BAM 015 | V.3.1 2022

PREMISES/PART OF THE PREMISES

Building Name if Applicable:

Site/Location Address (or Rapid Number if applicable):

Description of Premises Part of Premises for which certificate is sought
(Identify the building in which the premises or part of the premises are located and describe. If appropriate, provide plans or diagrams that clearly delineate the premises or part of the premises.)

BUILDING WORK AFFECTING THE PREMISES/PART OF PREMISES

Building Consent Number:

Issued By (name of building consent authority that issued the building consent):

APPLICANT	Person who owns, occupies, or controls the premises	AGENT	Complete only if the application is being made on behalf of the owner, occupier, or person in control of premises
	Contact Person (if owner is not an individual):		Name of Agent:
	Postal Address:		Contact Person (if agent is not an individual):
	Phone:		Postal Address:
	Email:		Phone:
	The applicant is the person who: Owns Occupies Controls the premises		Email:
	Please ensure evidence of the applicant status is provided (i.e. Copy of computer freehold register (certificate of title, lease, agreement for sale and purchase, licence or property management agreement, documentation to show full name of applicant.)		Relationship to whom this application applies: (State details of authorisation to act on behalf of owner/occupier/person in control of premises)
	If applicant is not the owner, please provide owners name and address. Name: Address:		

THE APPLICATION

I confirm that no Code Compliance Certificate has been issued for the building work.

It is intended to permit members of the public to use the premises/part of the premises described above for the following purposes and the following circumstances (describe purpose and circumstances):

Members of the public can use the premises/part of the premises described above safely because:
(state reasons for statement, and include any precautions taken to protect the public, information on any specified systems in the premises/part of the premises, and the management of any special risks (e.g., means of escape from fire.) Provide information in attachments if necessary.

The Personnel who carry out the building work are:

Name of Builder:	Registration Number:
Postal Address:	Phone:
Email:	
Name of Craftsman Plumber:	Registration Number:
Postal Address:	Phone:
Email:	
Name of Registered Drainlayer:	Registration Number:
Postal Address:	Phone:
Email:	
Name of Craftsman Gasfitter:	Registration Number:
Postal Address:	Phone:
Email:	
Name of Engineer:	Registration Number:
Postal Address:	Phone:
Email:	
Name of Builder:	Registration Number:
Postal Address:	Phone:
Email:	

SIGNATURE

I request that you issue, under Section 363A of the Building Act 2004, a Certificate for Public Use for the premises/part of the premises described above.

The outstanding work is intended to be completed and application made for Code Compliance Certificate no later than:

Date:

Signature of Occupier Person in control of the premises Agent on behalf of applicant

Print Name

Signature

Date

Note: if acting "for and on behalf", please state details of authorisation from owner to make the application.

REQUIRED ATTACHMENTS

The following documents are attached to this application:

Evidence of applicant's status

Plans and diagrams showing the premises or part of the premises described above

Documentation relevant to the safety of the premises part premises (e.g., an engineer's report, Producer Statements, certificates concerning specified systems)

An appointment must be made with a Building Consent Officer to lodge this application.

A minimum application fee plus any relevant levies applies at the time of application. An acceptance fee will also be charged when processing is complete.

Notes:

- Certificate of Acceptance Fees: The charges incurred by the Council in processing this application are payable whether the application is approved.
- The application for a Certificate of Acceptance does not avoid the possibility of prosecution if the work was carried out illegally.

SAFETY ISSUES TO BE CONSIDERED

Building Code Clauses		Suggested Information	Information Provided (i.e., Producer Statement)	Council N/A OK
B1	Structure	PS4 Construction from Structural Engineer or council inspection for nonspecific design		
B2	Durability			
C1	Outbreak of Fire	PS4 Construction from Fire Engineer or council inspection for nonspecific design		
C2	Means of Escape			
C3	Spread of Fire			
C4	Structural stability during fore			
D1	Access routes	Slip resistance handrails		

Building Code Clauses		Suggested Information	Information Provided (i.e., Producer Statement)	Council N/A OK
D2	Mechanical installations for access			
E1	Surface water			
E2	External moisture			
E3	Internal moisture			
F1	Hazardous agents on site			
F2	Hazardous building materials			
F3	Hazardous substances and processes			
F4	Safety from falling	Balustrades to be installed		
F5	Construction and demolition hazards			
F6	Lighting for emergency			
F7	Warning systems			
F8	Signs			
F9	Access to residential pools			
G1	Personal hygiene			
G2	Laundering			
G3	Food preparation	EHO Report		
G4	Ventilation	PS4 Construction from Mechanical Engineer or council inspection for natural ventilation		
G5	Interior environment			
G6	Airborne and impact sound			
G7	Natural light			
G8	Artificial light			
G9	Electricity	Electricians Energy Certificate		
G10	Piped services			
G11	Gas as an energy source	Gasfitters Energy Certificate		
G12	Water supplies			
G13	Foul water			
G14	Industrial liquid waste			
G15	Solid waste			
H1	Energy efficiency provisions			

INTERNAL OFFICE USE ONLY

ITEM	COMMENT	INITIALS
Does application comply with the relevant Building Code Clause/s		
Part of premises for which CPU can be issued		
Inspection details Date of Inspection		
Conditions applicable to CPU	A Code Compliance Certificate is to be issued by:	
Specified systems for Interim Compliance Schedule		