

Application For Certificate For Public Use
(Form 15 Section 363A The Building Act 2004)

APPLICANT DETAILS	
<p>1 The Applicant</p> <p>(The person who owns, occupies or controls the premises)</p> <p>Name of Applicant:</p> <p>Contact Person:</p> <p>Mailing Address:</p> <p>.....</p> <p>Phone No: Fax No:</p> <p>Mobile No:</p> <p>Email :</p> <p>The following evidence of the applicants status as owner, occupier or person in control is attached to this application:</p> <p>.....</p> <p>eg Copy of Certificate of Title, Lease, Agreement for Sale and Purchase, License, or Property Management Agreement, being a document that shows the full name of the applicant.</p> <p>Owners Name:</p> <p>Owners Address:</p> <p>.....</p> <p>.....</p>	<p>2 The Agent</p> <p>(Only required if application is being made on behalf of the owner, occupier or person in control of the building)</p> <p>Name of Agent:</p> <p>Contact Person:</p> <p>Postal Address:</p> <p>.....</p> <p>Street Address/Registered Office:.....</p> <p>.....</p> <p>Phone No: Fax No:</p> <p>Mobile No:</p> <p>Email:</p> <p>Relationship to Owner/occupier/ person in control of the premises: [state details of authorisation from the owner/ occupier/person in control of the premises to make the application on the persons behalf]</p> <p>.....</p> <p>.....</p> <p><input type="checkbox"/> The Owner <input type="checkbox"/> The Agent</p>
3 BUILDING WORK (Work affecting Premises or Part of)	
<p>Building Consent Number: BC.....</p> <p>Issued by:</p> <p>.....</p> <p>(Name of Building Consent Authority that issued the building consent)</p>	<p>4 PREMISES OR PART OF: (Where work is to be done)</p> <p>Street Address of Building:</p> <p>.....</p> <p>Building Name:</p> <p>Level/Unit No:</p> <p>Valuation Roll No :</p> <p>Legal Description:</p> <p>Area of Site (m²/ha) :</p> <p>Current, lawfully established use (if applicable) :</p> <p>.....</p> <p>If appropriate, provide plans or diagrams that clearly delineate the premises or part of the premises.</p>
5 FEES (GST Incl)	
<i>Office Use Only</i>	
<p>Certificate for Public Use \$</p> <p style="text-align: right;">TOTAL \$</p> <p>Receipt No: _____</p> <p>Date: _____</p>	
Attachments	
<p>The following are attached to this application:</p> <p><input type="checkbox"/> Evidence of Applicants Status</p> <p><input type="checkbox"/> Plans and Diagrams showing the premises or part of the premises described above</p> <p><input type="checkbox"/> Documentation relevant to the safety of the premises or part of the premises (eg: an engineers report, certificates concerning specified systems)</p>	

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 or part of the premises described above for the following purposes and in the following circumstances: (describe purposes and circumstances) _____

Members of the public can use the premises or part of the premises described above safely because: (state reasons for the statement and include any precautions taken to protect the public, information on any specified systems in the premises or part of the premises and the management of any special risk (eg: means of escape from fire) on site (provide information in attachments, if necessary)

The personnel who carry out the building work are as follows:

Name/Occupation:Reg No:

Address:

Mobile:Telephone:Email:.....

Name/Occupation:Reg No:

Address:

Mobile:Telephone:Email:.....

Name/Occupation:Reg No:

Address:

Mobile:Telephone:Email:.....

Name/Occupation:Reg No:

Address:

Mobile:Telephone:Email:.....

Name/Occupation:Reg No:

Address:

Mobile:Telephone:Email:.....

I request that you issue, under Section 363A(2) of the Building Act 2004, a Certificate for Public Use for the premises or the part of the premises described above, on behalf of, and with the authority of, the owner, occupier or persons in control of the premises.

Signature:Name:

Date:

Please note:

Council is unable to accept your application as being lodged until all details and relevant information is provided and the application is signed and the processing fee paid. Fees for your application will be assessed by the Customer Services Section on application.

For assistance in completing this application please contact the Customer Services Centre on 0800 727 059 (Dargaville) or 0800 100 388 (Kaiwaka)