

Applicant Details	BC Number:
Owner Name: _____	Name of Agent: _____
Postal Address: _____ _____	Postal Address: _____ _____
_____	Relationship to Owner: _____
Telephone/Mobile N°: _____	Telephone/Mobile N°: _____
Facsimile N°: _____	Facsimile N°: _____
Email Address: _____	Email Address: _____

*The following evidence of ownership is attached to this application: (i.e. copy of Certificate of Title)

First point of contact for communications and Post Information to: Owner Agent

The Building	
Street Address: _____	_____
Legal Description*: Lot _____	DP _____
Valuation N°*: _____	Area of Site (m ² /ha): _____

The Project/Description of Building Work	
Make: _____	Model: _____
Total Value of Work (estimated): \$ _____	Intended Life of Building if less than 50 years: _____ Years.
Wetback <input type="checkbox"/>	Freestanding <input type="checkbox"/>
Existing Flue <input type="checkbox"/>	Second-hand <input type="checkbox"/>
	New <input type="checkbox"/>
	Inbuilt <input type="checkbox"/>
	Relocating <input type="checkbox"/>
	Replacing <input type="checkbox"/>
<input type="checkbox"/> The Make and Model listed above complies with National Environmental Standards. (For more information on the National Clean Air Standards visit www.mfe.govt.nz)	
<input type="checkbox"/> The appliance is to be installed on a Lot larger than two hectares in size (please provide information)	

Tradesperson Details	
Installers Name: _____	_____
Address: _____	Telephone: _____
Plumbers/Gasfitters Name: _____	Reg N°: _____
Address: _____	Telephone: _____

TO AVOID DELAYS IN THE PROCESSING OF YOUR APPLICATION PLEASE ENSURE YOU HAVE ATTACHED/PROVIDED THE FOLLOWING INFORMATION:

- Please provide a Certificate of Title that is in the owners name not older than 6 months.
- Second-hand fire places **MUST** be certified by a member of the Home Heating Association.
- Fire manufacturers installation instructions and specifications (1 copy), to include flue height and flashing details.
- Floor plan (one copy) showing the location of windows, doors and smoke detectors.
- Details of ceiling and roof slope.
- Plumbing schematic for wetback installation and location of hot water cylinder.
- Application fee (as listed in [current Fees and Charges](#)), and receipt for payment of fee for this application.

Please check ALL details on this form are filled out and installer please **ENSURE YOU HAVE SIGNED the declaration at the bottom of page 2.**

The building work will comply with the building code as follows *(if you're not sure which clauses is applicable, talk to the building consent authority, designer or your architect)*

Clause (tick relevant clause numbers of Building Code)	Means of compliance (refer to the relevant compliance document(s) or detail of alternative solution in the plans and specifications; if not applicable, put n/a)		Waiver/modification required (state nature of waiver or modification of building code required; if not applicable, leave blank)
<input type="checkbox"/> B1 Structure (Chimneys/flues and hearths)	<input type="checkbox"/> B1/AS1	<input type="checkbox"/> other NZS 4203	
<input type="checkbox"/> B2 Durability (Maintenance)	<input type="checkbox"/> B2/AS1	<input type="checkbox"/> other	
<input type="checkbox"/> C1 Outbreak of Fire (C/AS1- Cl. 9-9.1.2 Seismic restraints)	<input type="checkbox"/> C1/AS1	<input type="checkbox"/> other	
<input type="checkbox"/> E2 External Moisture (including roof penetration flashing details)	<input type="checkbox"/> E2/AS1	<input type="checkbox"/> other	
<input type="checkbox"/> G12 Water Supplies (installation of wetback and tempered hot water)	<input type="checkbox"/> G12/AS1	<input type="checkbox"/> other	
<input type="checkbox"/> F7 Warning systems (Smoke alarm locations)	<input type="checkbox"/> F7/AS1	<input type="checkbox"/> other	
<input type="checkbox"/> Other Building code clauses and AS/NZS 2918:2001	<input type="checkbox"/> /AS1 <input type="checkbox"/> /AS1	<input type="checkbox"/> other AS/NZS 2918:2001	

Note

- That the installation of solid fuel heaters must be in accordance with the manufacturers instructions and AS/NZS 2918:2001 and are **to have seismic restraints** to comply with B1.3.3 of the Building Regulations. **Gas heaters** (permanently fixed in place) do not need a Building Consent, but they must be installed by a registered gasfitter who will certify their own work.
- Producer statement or energy works certificate may be required before CCC can be issued.

This Building work will be installed to Building Code Requirements

Application	
I request that you issue a <input type="checkbox"/> Project Information Memorandum <input type="checkbox"/> Building Consent for the building work described in this application (tick one or both, as applicable)	
Signed: _____	Date: _____
Receipt N°: _____	Date: _____

Please return the completed form to:

Dargaville Office

Private Bag 1001 42 Hokianga Road
 Dargaville 0340 Dargaville 0310
 T 09 439 3123
 F 09 439 6756

Mangawhai Office

The Hub
 6 Molesworth Drive
 Mangawhai 0505