

Application for Project Information Memorandum and/or Building Consent (Form 2) Section 33 or section 45, Building Act 2004

Items marked * are mandatory for all applications. Complete this form in BLOCK CAPITALS using BLACK or BLUE ink

Office use only Project No.	Date received
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1. Type of Application

I request that you issue a *: (tick one box only) for the building work described in this application	<input type="checkbox"/>	Project Information Memorandum (PIM) only	
	<input type="checkbox"/>	Building Consent only OR	<input type="checkbox"/>
		Amendment to Building Consent	
<input type="checkbox"/>			

2. The Building

Valuation number		Legal Description	Lot		DP
Street Address					
Building Name if applicable					
Number of levels		Level/unit Number		No. of Occupants*	
Floor Area* (all floor areas)		Existing:m ²		Additional: m ²	
Currently lawfully authorised use: (refer NZBC A1 "Classified Use")		Approx year building first constructed: (if an addition or alteration)			

3. The Owner (include preferred form of address, e.g., Mr., Miss, Dr, if an individual)

Owners Name		Contact Person: (if owner is a company)	
Mailing/Bill Address*			
Street Address/Registered Office			
Phone Number		Email Address	

4. The Agent (if applicable) the Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application/building work and will receive all correspondence including all invoices.

Owners Name		Contact Person: (if owner is a company)	
Mailing/Bill Address*			
Street Address/Registered Office			
Phone Number		Email Address	

5. Fencing of Swimming Pools Act 1987

Document Ref:	Document Name:	Version	QAM Author	Release Date	Page
BCA_QA_MT	Application Waiver or Modification of the Building Code	1.0	QAM	May 2024	1 of 2

Drawings and Supporting Documents attached.	
Signature:	Date:

Council use only
Officer's Report *(continue on separate sheet, if necessary, attach any supporting documentation)*

Conditions:

Recommendation

Approved	Declined	Inspector's name	
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Reason/s:

Inspector's signature		Date	
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