



Building Licence Application Number _____

Assessment No _____ Trim Ref No _____

Total Lot Area _____

BUILDING LICENCE APPLICATION

TYPE OF APPLICATION

Building Licence Application
 Front Fence Application
 Demolition Licence Application

DEVELOPMENT ADDRESS: (i.e. property where building work is to be carried out)

House No:	Street Name:		
Town Lot No:	Suburb:	Post Code:	

OWNER DETAILS:

Contact Name:		
Address:		
Tel No. (Home):	Tel No. (Bus):	Tel No. (Mobile):
Email Address:	Owner Signature:	Date:

PROPOSAL DETAILS:

Proposed Development:	<input type="checkbox"/> Single Dwelling	<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Grouped Dwelling	<input type="checkbox"/> Patio	<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Office
<input type="checkbox"/> Pergola	<input type="checkbox"/> Outbuilding	<input type="checkbox"/> Shop	<input type="checkbox"/> Shop Fitout
<input type="checkbox"/> Factory	<input type="checkbox"/> Other (specify)		

BUILDING MATERIALS TO BE USED (completion of these fields is mandatory)

Floor:	Roof:	External Walls:	Frame:
Estimated floor area of building (m ²)			
Confirmation of Construction Value/Contract Price (GST Exclusive):			

BUILDER/CONTRACTOR DETAILS:

Owner Builder:	Registered Builder:	
Owner Builder Approval Certificate No:	Builders' Registration Board No:	
Street Address:		
Suburb:	Post Code:	
Postal Address		
Suburb:	Post Code:	
Tel No. (Home):	Tel No. (Bus):	Tel No. (Mobile):
Fax No:	Email Address:	
Date:	Builder Signature:	

PROPERTY OWNER STATUTORY DECLARATION

This statutory declaration should be completed for **all non-habitable structures e.g. shed/garage/enclosed patio** to indicate that the owner understands that the structure has not been approved for habitation. Any future proposal to convert to a habitable room will require a **future** Building Licence Application and will require the building to meet the requirements of the BCA.

I/We (name in full) _____ of (address) _____
 do hereby declare that the building to be constructed on Lot _____ Street _____
 In accordance with the building licence application submitted on (date) _____ for development approval and the issue of a Building Licence will be used for _____ and no other purpose.

Owners Signature _____ Date: _____ Witness' Signature _____ Date: _____

If necessary, this application is required to be witnessed by a Justice of the Peace, a Commissioner for Declarations or a person authorised to witness declarations.