

Applicant's Name:	Consent No:	
Property Address:	Lot No.:	Wind Zone:

**ITEMS TO BE CHECKED** [Checked against the approved Building Consent (BC) documents]

**Key:**  
**Decision:**  or  = Pass     or  = Fail, further inspection / documents required     or  or  = Not Applicable  
**Reason for decision:** Compliance or non compliance with the approved building consent documents

<p><b>Review</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Approved BC documents and amendments on site</li> <li><input type="checkbox"/> Prior inspection passed or instructions addressed</li> <li><input type="checkbox"/> Consent conditions checked</li> </ul> <p><b>Interior</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ceiling insulation is in place / clear of light fittings</li> <li><input type="checkbox"/> Safety glass installed</li> <li><input type="checkbox"/> Wet areas completed: correct installation of shower / bath / laundry, surface areas sealed</li> <li><input type="checkbox"/> Kitchen completed</li> <li><input type="checkbox"/> Smoke alarms installed and operational</li> <li><input type="checkbox"/> Height of window sashes / restrictors</li> <li><input type="checkbox"/> Heights of barriers and handrails as per approved plans</li> <li><input type="checkbox"/> Ventilation to internal spaces</li> <li><input type="checkbox"/> Mechanical ventilation vented to exterior</li> <li><input type="checkbox"/> Firewall integrity</li> <li><input type="checkbox"/> Fire rating complete</li> </ul> <p>Heater checklist completed    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> NA</p> <p><b>Exterior</b></p> <p>Pools checklist completed    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> NA</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vermin proofing</li> <li><input type="checkbox"/> Flashing / sealants completed &amp; in place</li> <li><input type="checkbox"/> Ground height complies (at time of inspection)</li> </ul> <p>Landscaping completed:    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> NA  <i>(at time of inspection)</i></p>	<p><b>Exterior (continued)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Brick veneer weep and ventilation holes</li> <li><input type="checkbox"/> Weathering and penetrations: roof and walls (fixings etc.). Flashing / sealants completed &amp; in place</li> <li><input type="checkbox"/> Construction of decks / steps / retaining walls / handrails, barriers and ramps comply</li> <li><input type="checkbox"/> Sub floor ventilation</li> <li><input type="checkbox"/> Exterior finishing's</li> <li><input type="checkbox"/> Drip edge to flat surfaces</li> <li><input type="checkbox"/> Reflectivity of finishes</li> </ul> <p><b>Documents Required by Building Consent</b></p> <table border="0"> <tr> <td>CCC application</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>All producer statements</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Gas certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Electrical certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Heater installation statement</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Waterproofing certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Records of Work</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> </table> <p>Other statement, certificate or document:</p> <p>.....    <input type="checkbox"/> Received    <input type="checkbox"/> Outstanding    <input type="checkbox"/> NA</p> <p>.....    <input type="checkbox"/> Received    <input type="checkbox"/> Outstanding    <input type="checkbox"/> NA</p> <p>.....    <input type="checkbox"/> Received    <input type="checkbox"/> Outstanding    <input type="checkbox"/> NA</p> <p><b>The above documents will be assessed back at the office.</b>  <b>If found to be inadequate, the author will be contacted.</b></p>	CCC application	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	All producer statements	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Gas certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Electrical certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Heater installation statement	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Waterproofing certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Records of Work	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
CCC application	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										
All producer statements	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										
Gas certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										
Electrical certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										
Heater installation statement	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										
Waterproofing certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										
Records of Work	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																										

**NOTE: The project must pass final inspections and the BCA must be supplied with the required information as per the Form 5 to an adequate standard, to ensure your CCC can be issued.**

Comments if required:     Photos attached *(if relevant)*     Memo / Instruction No: .....     Verbal instruction *(specify):*



