

## Form 11: Application for Amendment to Compliance Schedule

Section 106, Building Act 2004 / Amendment: Section 102A Building Amendment Act 2012

### 1. THE BUILDING [Complete ALL fields on this form. Put N/A if not applicable. Cross out mistakes don't use white out fluid / tape]

Street Address of building: .....	<b>OFFICE ONLY:</b> Date received: .....
Legal description of land where building is located: Lot(s): ..... DP/S: .....	
Building Name: .....	
Location of building within site / block number: .....	
Level / Unit Number: .....	
Current, <u>lawfully established use</u> : [Include number of occupants per level and per use if more than 1] .....	
If use was changed by the building work this application relates to, state the previous use .....	
Consent No.: .....	
Document / Parcel No.: .....	
Valuation No.: .....	

### 2. THE OWNER

### 3. AGENT [only required if application is being made on behalf of the owner]

Name of Owner / Company: ..... Contact person [If the Owner is NOT an individual]: .....	Name of Agent / Company: ..... Contact person [If the Owner is NOT an individual]: .....
Mailing address: .....	Mailing address: .....
Street address / registered office: .....	Street address / registered office: .....
Phone Number: Landline: ..... Mobile: ..... Daytime: ..... After hours: ..... Facsimile number: .....	Phone Number: Landline: ..... Mobile: ..... Daytime: ..... After hours: ..... Facsimile number: .....
Email address: .....	Email address: .....
Website: .....	Website: .....
The following evidence of ownership is attached to this application: <input type="checkbox"/> Copy of Record of Title <input type="checkbox"/> Lease Agreement <input type="checkbox"/> Agreement for Sale and Purchase <input type="checkbox"/> Other Document: .....	Relationship to owner: [State details of the authorisation from the owner to make the application on the owner's behalf] .....
	<b>FIRST POINT OF CONTACT:</b> For communications with the Council <input type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Full name & contact details supplied
	<b>INVOICE TO:</b> <input type="checkbox"/> Owner <input type="checkbox"/> Agent

### 4. APPLICATION

I request that the Compliance Schedule for the above building be amended as follows:

Specified System: ..... Compliance Schedule No: .....

Amendment: .....

Reason: State why amendment is required to ensure that the specified system meets the performance standards:

.....  
.....

**5. ATTACHMENTS**

The following are attached to this application:

- Copy of existing Compliance Schedule
- Plans and specifications
- Certificates that relate to the energy work
- PIM
- Certificates from the personnel who carried out the work
- As-laid drainage plans *(if applicable)*

**6. SIGNATURE**

Signature of:  OWNER or by the  AGENT on behalf of and with the authority of the Owner: *[tick correct one]*

Signature: ..... Name of person Signing: ..... Date: .....

**Incomplete applications cannot be accepted for processing you will be asked to complete the application and re-submit it.**

OFFICE USE ONLY	BC No:
FEES PAYABLE	AMOUNT (\$)

