

Form 8: Application For Certificate of Acceptance Section 97, Building Act 2004

Certificate of Acceptance No: _____

Send Documents to: Owner Agent

| THE BUILDING | |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Street Address: | _____ |
| Legal Description: | <p style="font-size: small;">For structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection.</p> <p style="font-size: small;">State legal description as at the date of application and if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent.</p> |
| Rapid No (rural properties): | _____ |
| Building Name: | _____ |
| Number of Levels: | _____ |
| Valuation Roll Number: | _____ |
| Year of Construction (approx): | _____ |
| Level/Unit Number: | _____ |
| Location of Building within site/block number: | _____ |
| Current, lawfully established use: | _____ |

Include nearest street address

Include number of occupants per level and per use if more than one.

| OWNER* | AGENT (if not owner) |
|---------------------------------------|-------------------------|
| Owner's Name: | Name: |
| Street Address/ Registered Office: | Postal Address: |
| Contact Person: | Relationship to Owner*: |
| Phone Number: | Phone Number: |
| Mobile Phone: | Mobile Phone: |
| Email Address | Email Address: |
| Email Address: | Email Address: |
| Website: | Website: |

*Attach evidence of ownership to this application: (copy of certificate of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building).

*Attach details of authorisation to lodge application on owners behalf.

| APPLICATION | |
|-----------------------------------------------------------------------------------------------------------|-------------|
| I request that a Certificate of Acceptance be issued for the building work described in this application. | |
| Name: _____ | |
| Please Print | |
| Signature: _____ | Date: _____ |
| Owner/Agent on behalf of and with the authority of the Owner | |

BUILDING WORK

Description of building works:

Provide sufficient description of building works to enable scope of work to be fully understood.

- | | | |
|---------------------------------------|----------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> New dwelling | <input type="checkbox"/> Plumbing & drainage | <input type="checkbox"/> Relocation |
| <input type="checkbox"/> New building | <input type="checkbox"/> Fire appliance | <input type="checkbox"/> Domestic outbuildings garages/carports etc |
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Farm buildings | <input type="checkbox"/> Other swimming pools etc |

Date the building work was carried out: _____

List Building Consents previously issued for **THIS BUILDING**: _____

Intended life of the building:

- 50 years or specify _____

Total floor area of building works: _____ m²

Intended use:

- Residential Commercial Agricultural Educational Recreational

Did the building work result in a change of use of the building? Yes No

If YES, provide details of the new use:

Reasons why a Certificate of Acceptance is required:

- The owner, or the owner's predecessor in title, carried out building work for which a building consent was required, but a building consent was not obtained because: (explain in detail)

- A building consent could not practicably be obtained in advance because the building work had to be carried out urgently: (delete one of the following)

a. for the purposes of saving or protecting life or health or preventing serious damage to property as follows: (explain in detail)

b. in order to ensure that a specified system was maintained in a safe condition or made safe as follows: (explain in detail)

The Building Consent Authority that granted the building consent is unable or refuses to issue a Code

- Compliance Certificate in relation to the building work: (state details of name or building consent authority and building consent granted)

Estimated value of building work:

\$

(Inclusive of GST)

FEE PAYABLE ON APPLICATION:

\$

CERTIFICATE OF ACCEPTANCE (complete in all cases)

The following documents are attached to this application:

- Evidence of Ownership (copy of certificate of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building)
- Details of authorisation to lodge application on Owner's behalf (if applicable)
- Two copies of Plans and Specifications for the Project
- Project Information Memorandum (if applied for previously)
- Development Contribution Notice (if applicable)
- Building Certificates

BUILDING COMPONENTS

| | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FLOOR <input type="checkbox"/> Concrete <input type="checkbox"/> Wood products <input type="checkbox"/> Other | ROOF <input type="checkbox"/> Steel <input type="checkbox"/> Concrete tiles <input type="checkbox"/> Steel tiles | FRAMING <input type="checkbox"/> Timber <input type="checkbox"/> Steel <input type="checkbox"/> Other | INTERNAL LININGS <input type="checkbox"/> Plaster board <input type="checkbox"/> Fibrous plaster <input type="checkbox"/> Wood products <input type="checkbox"/> Other |
| CLADDING <input type="checkbox"/> Brick <input type="checkbox"/> Block <input type="checkbox"/> Cement Board <input type="checkbox"/> Plaster <input type="checkbox"/> Polystyrene System <input type="checkbox"/> Timber <input type="checkbox"/> Steel <input type="checkbox"/> Other | ENERGY <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Solid fuel <input type="checkbox"/> Liquid fuel <input type="checkbox"/> Solar | COOKING <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Wood <input type="checkbox"/> Other | INSULATION <input type="checkbox"/> Fibreglass <input type="checkbox"/> Wool <input type="checkbox"/> Other |

COMPLIANCE SCHEDULE

The building contains the following: (tick each applicable box and attach proposed inspection, maintenance and report procedures)

- Specified systems for the building are as attached (Form 2b)
- Specified systems altered, added to, or removed in the course of the building work are as attached (Form 2b)
- here are no specified items in the building.

IMPORTANT NOTES

1. *A Certificate of Acceptance can be used where work has been done without a building consent, or where a building consent authority that is not a territorial authority cannot issue a code compliance certificate.*
2. *A Certificate of Acceptance will provide some verification for a building owner that part or all of certain building work carried out complies with the Building Code.*
3. *A Certificate of Acceptance **cannot be issued** if:*
 - *building work was carried out prior to 1 July 1992*
 - *a building consent was ever obtained for the work concerned (except in the situation where a building certifier or building consent authority that is not a territorial authority is unable or refuses to issue a code compliance certificate)*
4. *If the building has systems that would require a compliance schedule, you **must** complete Form 2b.*
5. *If service connections were undertaken during the building works (eg water, drainage, street crossing), please also make application on the service connection form available from the Central Otago District Council.*

KEY PERSONNEL

Provide names, addresses, telephone numbers and relevant registration numbers if possible of the personnel who carried out the building work..

| | | |
|---------------------------------|---------------------------|---------|
| BUILDER: Address: | Phone: Cell: Email: | LBP No: |
| DESIGNER: Address: | Phone: Cell: Email: | LBP No: |
| BUILDING CERTIFIER: Address: | Phone: Cell: Email: | Reg No: |
| DRAINLAYER: Address: | Phone: Cell: Email: | Reg No: |
| PLUMBER: Address: | Phone: Cell: Email: | Reg No: |
| GASFITTER: Address: | Phone: Cell: Email: | Reg No: |
| ELECTRICIAN: Address: | Phone: Cell: Email: | Reg No: |
| ENGINEER: Address: | Phone: Cell: Email: | Reg No: |
| OTHER: Address: | Phone: Cell: Email: | |

FOR COUNCIL USE ONLY

COUNCIL FEES AND CHARGES (inclusive of GST)

| | | |
|-------------|----|---|
| | \$ | C |
| Building | | |
| BRANZ Levy | | |
| D.B.H. Levy | | |
| TOTAL * | | |

* additional charges may be incurred over and above this amount in accordance with Council's current schedule of building control charges

Number: _____

Receipt: _____

Date: _____

Approved for Issue of Certificate of Acceptance

Building Control Officer: _____

Date: _____

Central Otago District Council
PO Box 122
ALEXANDRA

E: building@codc.govt.nz