



APPLICATION FOR CODE COMPLIANCE CERTIFICATE

Section 92, Building Act 2004

This form must be completed by the owner/agent on completion of the building work AND within 2 years from the date of issue of the consent. If not complete within the 2 year timeframe, an extension can be requested below, but must be approved by Council. Failure to request an extension may result in Councils' refusal to issue your CCC.

SECTION 1

THE BUILDING CONSENT

Building consent number: _____

Issued by: Wairoa District Council

Valuation No: _____

Project Description: _____

SECTION 2

OWNER

Name of owner: [include preferred form of title, e.g. Mr, Miss, Dr if an individual and the contact persons name if a company, trust of similar]

Owner's mailing address:

Street address/Registered office:

Owner's contact details:

Landline: _____ Mobile: _____

After hours: _____ Facsimile Number: _____

Email: _____ Website: _____

Evidence of ownership: [please attach one of the following, as appropriate to the circumstances, showing full name of legal owner(s) of the building/land]

Copy of certificate of title, no more than one month old Agreement for sale and purchase Lease Other _____

OR Council to obtain certificate of title (cost as per Council fee schedule)

SECTION 3

AGENT

Name of agent: [include the contact persons name if a company, trust of similar]

Agent's mailing address:

Street address/Registered office:

Agent's contact details:

Landline: _____ Mobile: _____

After hours: _____ Facsimile Number: _____

Email: _____ Website: _____

Relationship to owner: [state details and provide written authorisation from the owner to make the application on the owner's behalf]

First point of contact: [for communications with Council]

Owner Agent Other: _____ Address: _____ Phone: _____

SECTION 4

COMPLETION / EXTENSION

All building work carried out under the above building consent was completed on: ____/____/____

Building work is not yet complete (or will not be completed within 2 years from the date the building consent was granted) and an extension is requested. It is expected that building work will be completed on or before: ____/____/____

Reason work is not complete: _____

(Please note: The granting of an extension is at Councils' discretion, advice will be sent to you. Any extension granted will incur additional costs.)

The following Councils have developed and adopted this form in partnership:



**HASTINGS
DISTRICT
COUNCIL**



**GISBORNE
DISTRICT COUNCIL**



**CENTRAL HAWKE'S BAY
DISTRICT COUNCIL**

APPLICATION

Building Personnel: Provide details for all building personnel who carried out the building work

SECTION 5

Designer:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Builder:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Cladding Installer:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Roofer:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Electrician:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Gasfitter:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Plumber:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Drainlayer:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Fireplace Installer:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Other:
 Business/Name: _____
 Address: _____
 Landline: _____ Mobile: _____
 Facsimile: _____ Registration: _____

Specified Systems:

The following specified systems are contained on the compliance schedule for the building and, in the opinion of the personnel who installed them, are capable of performing to the performance standards set out in the building consent:

- | | |
|--|---|
| <input type="checkbox"/> 1) Automatic systems for fire suppression (e.g. sprinkler systems) | <input type="checkbox"/> 12) Audio loops or other assistive listening systems |
| <input type="checkbox"/> 2) Automatic or manual emergency warning systems for fire or other dangers | <input type="checkbox"/> 13) Smoke control systems |
| <input type="checkbox"/> 3) Electromagnetic or automatic doors or windows (e.g. ones that close on fire alarm activation) | <input type="checkbox"/> 14) Emergency power systems for, or signs relating to, a system or feature specified in clauses 1 to 13 |
| <input type="checkbox"/> 4) Emergency lighting systems | <input type="checkbox"/> 15) Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1-6, 9 and 13: |
| <input type="checkbox"/> 5) Escape route pressurisation systems | <input type="checkbox"/> 15a) Systems for communicating spoken information intended to facilitate evacuation; and |
| <input type="checkbox"/> 6) Riser mains for use by fire service | <input type="checkbox"/> 15b) Final exits (as defined by clause A2 of the building code); and |
| <input type="checkbox"/> 7) Any automatic backflow preventer connected to a potable water supply | <input type="checkbox"/> 15c) Fire separations (as so defined); and |
| <input type="checkbox"/> 8) Lifts, escalators, travelators or other systems for moving people or goods within buildings | <input type="checkbox"/> 15d) Signs for communicating information intended to facilitate evacuation; and |
| <input type="checkbox"/> 9) Mechanical ventilation or air conditioning systems | <input type="checkbox"/> 15e) Smoke separations (as so defined) |
| <input type="checkbox"/> 10) Building maintenance units for providing access to the exterior and interior walls of buildings | |
| <input type="checkbox"/> 11) Laboratory fume cupboards | |

I request that you issue a code compliance certificate for this work under section 95 of the Building Act 2004.

The code compliance certificate should be sent to:

- Owner Agent

Signed by the owner:

OR **Signed by the agent:** [on behalf of, and with authority from, the owner]

Signature: _____

Signature: _____

Name: _____

Name: _____

Date: _____

Date: _____

SECTION 6

ATTACHMENTS

The following documents are attached to this application:

- Certificates from the personnel who carried out the work
- Certificate that relate to the energy work
- Evidence that specified systems are capable of performing to the performance standards set out in the building consent
- Evidence of ownership