



WAIROA DISTRICT COUNCIL

REGULATORY DEPARTMENT

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APPLICATION FOR CERTIFICATE FOR PUBLIC USE

Where is the building? *(Complete all fields)*

Address: _____

Description: *(If appropriate, provide plans or diagrams that clearly delineate the premises or part of the premises)*

What is the work affecting the building? *(Complete all fields)*

Description of work: _____

Building consent number: _____

Issued by: *(name of building consent authority)* _____

Who owns the building? *(Complete all fields)*

Owner name: *(include title, e.g. Mr, miss, dr if an individual, and the contact person's name if a company, trust or similar)*

Owner address: _____

Who is the applicant? *(tick applicable)*

Owner Occupier Controller of premises Agent

If Occupier, Controller or Agent, please complete the following, using N/A where not applicable.

Name: _____

Contact person: *(if different from above)* _____

Relationship to owner: _____

What authority has been granted to act: _____

Mailing address: _____

Email address: _____

Contact number: _____

Applicant declaration?

I confirm that no code compliance certificate has been issued for the building work.

It is intended to permit members of the public to use the premises/part of the premises described above for the following purposes and in the following circumstances:

Describe purposes and circumstances: _____

Members of the public can use the premises/part of the premises described above safely because:

State reasons for statement: *(Include any precautions taken to protect the public; information on any specified systems in the premises or part of the premises; and the management of any special risks (e.g. means of escape from fire) on site)*

Who is working on the building?

The personnel who carry out the building work are as follows:

Trade	Name	Address	Contact number	Registration number

Statement *(Complete all fields)*

I request that you issue, under section 363A (2) of the Building Act 2004, a certificate for public use for the premises or the part of the premises described above.

Signature of owner, occupier, controller or agent on behalf of, and with the authority of, the owner/occupier/person:

Name of person signing _____ Date _____

Have you attached all required documents? *(Tick applicable)*

The following documents are attached to this application:

- Plans and diagrams clearly showing the premises or part of the premises described on page 1
- Documentation relevant to the safety of the premises/part of the premises (e.g. engineer's report, certificates concerning specified systems)