



WAIROA DISTRICT COUNCIL

REGULATORY DEPARTMENT

+64 6 838 7309
+64 6 838 8874
consents@wairoadc.govt.nz

www.wairoadc.govt.nz
PO Box 54, Wairoa 4160, Hawke's Bay
Coronation Square, Queen Street, Wairoa

APPLICATION FOR CODE COMPLIANCE CERTIFICATE Section 92, Building Act 2004

What Is The Building Consent? (Complete all fields)

Building consent number: _____

Issued by: (name of building consent authority) _____

Who Owns The Building? Complete all fields, using N/A if a field is not applicable

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

Contact person: _____

Owner mailing address: _____

Street address/ registered office: _____

Owner email address: _____

Owner contact number: _____

Are you using an Agent? Yes No If Yes, please also complete the following:

Who is the first point of contact for further correspondence? Agent Owner

Agent name: _____

Agent email: _____

Agent contact number: _____

Agent mailing address: _____

When was the building work completed? (Complete all fields)

All building work to be carried out under the building consent specified on this form was completed on:

____ dd ____ mm ____ yyyy

Who Completed The Building Work? Complete all fields on each line. You will need to complete one line for each building practitioner. Use a separate sheet if necessary.

| Name | Licensing class | LBP or registration number | Work carried out/ supervised |
|------|-----------------|----------------------------|------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Tradespeople who carried out building work other than restricted building work are as follows:

| Name | Address | Contact number | Registration number |
|------|---------|----------------|---------------------|
| | | | |
| | | | |
| | | | |

Please list specified systems installed in the building or use N/A if this section is not applicable: N/A

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:

Declaration

I understand that this application may only be made with the owner's approval (tick to indicate agreement)

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 Owner address as per Section 2 Agent address as per Section 2

Name: _____

Signature

Date

Have You Attached All Required Documents?

You are required to provide all the necessary documents to support your application. This includes (but is not limited to) the following sections:

- Memorandum of Licensed Building Practitioners – Record of Work (for each type of building work completed)
- Certificates relating to energy work
- Evidence that specified systems are capable of performing to the performance standards set out in the building consent (if changed from the building consent)
- Other documents from personnel who carried out the work

Refer to your building consent approval letter for a full list of documents required to support your CCC application.