



# WAIROA DISTRICT COUNCIL

## REGULATORY DEPARTMENT

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### APPLICATION FOR CODE COMPLIANCE CERTIFICATE - FORM 6

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:

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**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.