

Final Occupation Certificate

Note: 1. All details must be legibly printed in ink or typed
2. Failure to complete the form and supply the required information will result in delays.

MUST BE COMPLETED BY APPLICANT

DA No:

CC No:

CDC No:

Type of Certificate Sought

- Interim Occupation Certificate
 Final Occupation Certificate
 Change of Building Use of an Existing Building
 Occupation/use of a New Building

Applicant's Details

Title Name Surname
 Company ABN
 Postal Address Post Code
 Phone: Mobile Work
 Email Fax

By signing below, I advise that the application form is completed and the information required by Council is attached.

Signature _____ Date:

Note: ALL correspondence will be forwarded to the address provided above.

Owner's Details

Owner's Name
 Owner's Address

 Phone Mobile Fax

I/we consent to this application (note: consent of all owners is required)

Signature Date

(Owner's signature to consent to lodgement of application)

Site Details

Address City

Legal Description (Lot & DP)

Site Area m²

Building Details

- Whole of Building
 Part of Building
 Use of Building

Use of building

Building Code of Australia Classification (the building classification must be the same as that specified in the development consent or complying development certificate)

Boundary Adjustment

- New Building
 Existing Building

Required Attachments Where Relevant

- Final Fire Safety Certificate or interim Fire Safety Certificate (where relevant)

Other Certificates relied on:

- Waterproof Certificate for Wet Areas
- Frame & Truss Detail /Certification
- Termite Protection Certificate (Copy to Council, sticker installed in power meter box)
- Basix Compliance Letter
- Smoke Detector Certificate (Issued by Electrician)
- Survey (where required)

Note: The Regulations require a copy of Development Consent, Construction Certificate or Complying Development Certificate, however it is noted that Council would have a copy of these documents on file, therefore additional copies are not required.

Date of Receipt

Date received (to be completed by Certifying Authority)