



**Office use only**

Application No:

Date lodged: / /

## Application for a Building Permit

Form 1 | Regulation 2 | **Building Act 1993** | Building Regulations 2018

Fields marked with an asterisk (\*) delete if inapplicable. Field marked with a box  tick if applicable.

If space provided on the form is insufficient, attach separate sheet including applicable details.

**To the Municipal Building Surveyor, Rural City of Wangaratta**

**From**

*Owner / *Agent of owner	
*ACN / *ARBN	
Postal address of applicant	Postcode
Email	
Address for serving or giving of documents	Postcode
Indicate if the applicant is a lessee or licensee of Crown land to which this application applies	<input type="checkbox"/> Yes <input type="checkbox"/> No
Contact person	
Telephone	Home / Business:Mobile:

**Lessee responsible for building work**

Indicate if lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part of the building lease by the lessee	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**Ownership details** (if applicant is agent of owner)

*Name of owners(s) [insert full name(s)]	
*ACN / *ARBN	
Postal address	Postcode
Contact person	
Telephone	Home / Business:Mobile:
Email	

**Property details**

Number	Street/road		
City/suburb/town			Postcode:
Lot/s	LP/PS	Volume	Folio
Crown allotment	Section	Parish	County
Municipal district [ <i>tick</i> ]	<input type="checkbox"/> Rural City of Wangaratta <input type="checkbox"/> Other:		
Allotment area m <sup>2</sup> (for new dwellings only)			
Land owned by the Crown or a public authority		<input type="checkbox"/> Yes <input type="checkbox"/> No	

**Builder (if known)**

Name			
Telephone	Home / Business:Mobile:		
*ACN / *ARBN			
Building practitioner registration number			
Postal address	Postcode:		

*If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable).*

**Natural person for service of direction, notices and orders (if builder is a body corporate)**

Name			
Telephone	Home / Business:Mobile:		
Postal address	Postcode:		

**Building practitioners and/or architect engaged to prepare documents for this permit**

*List any building practitioners or architects engaged to prepare documents forming part of the application for this permit.*

Name:	
Category/class:	Registration no:
Name:	
Category/class:	Registration no:

*If a registered domestic builder carrying out domestic building work, attach details of the required insurance.*

**Nature of building work** [*tick boxes as applicable*]

Construction of a new building	<input type="checkbox"/>	Alterations to an existing building	<input type="checkbox"/>
Demolition of a building	<input type="checkbox"/>	Removal of a building	<input type="checkbox"/>
Extension to an existing building	<input type="checkbox"/>	Change of use of an existing building	<input type="checkbox"/>
Re-erection of a building	<input type="checkbox"/>	Construction of swimming pool or spa barrier	<input type="checkbox"/>
Construction of swimming pool or spa	<input type="checkbox"/>		
<input type="checkbox"/> Other [ <i>give description</i> ]:			
Proposed use of building [ <i>give description</i> ]:			

**Owner-builder**

I intend to carry out the work as an owner-builder:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Owner builder certificate of consent number (if applicable):		

**Cost of building work**

Is there a contract for the building work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If <b>yes</b> , state the contract price	\$	
If <b>no</b> , state the estimated cost of the building work (including the cost of labour and materials) and attach details of the method of estimation	\$	

**Stage of building work**

If application is to permit a stage of the work –

Extent of stage [ <i>give description</i> ]:	
Cost of work for this stage	\$

**Signature**

Signature of applicant:
Date        /        /

## Notes

Note 1: Building practitioner means—

- (a) a building surveyor; or
- (b) a building inspector; or
- (c) a quantity surveyor; or
- (d) an engineer engaged in the building industry; or
- (e) a draftsman who carries on a business of preparing plans for building work or preparing documentation relating to permits or permit applications; or
- (f) a builder including a domestic builder; or
- (g) a person who erects or supervises the erection of prescribed temporary structures; or
- (h) a person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to be building practitioners—

but does not include—

- (i) an architect; or
- (j) a person (other than a domestic builder) who does not carry on the business of building.

Note 2: Include building practitioners with continuing involvement in the building work.

Note 3: Include only building practitioners with no further involvement in the building work.

Note 4: The use of the building may also be subject to additional requirements under other legislation such as the **Liquor Control Reform Act 1998** and the **Dangerous Goods Act 1985** .

Note 5: If an owner-builder there are restrictions on the sale of the building under section 137B of the **Building Act 1993** . Section 137B prohibits an owner-builder from selling a building on which domestic building work has been carried out within 6½ years from the completion of the relevant building work unless they have satisfied certain requirements including obtaining compulsory insurance. The Victorian Building Authority maintains a current list of domestic insurance providers.