

### SECTION A. Type of Occupation Certificate applied for (*Cross one*)

Interim Occupation Certificate     Final Occupation Certificate

### SECTION B. Details of the applicant

\*An application for an Occupation Certificate may only be made by a person who is eligible to appoint a PCA for the development. An application may not be made by person who will carry out the building work unless that person owns the land on which the work is to be carried out.

Name/Company

Unit/Street no.  Street

Suburb or town  State  Postcode

Phone  Mobile  Email

### SECTION C. Details of the Building Works

Unit/Street no.  Street

Suburb or town  State  Postcode

Lot  Section no.  DP no.

### Description of the building or part of the building which the application relates

If the application relates to a new use of the building or part of the building, also describe the new use.

### Building classification under the Building Code of Australia, as identified by the DA or CDC

Existing classification  New classification (if changed)

### SECTION D. Attachments relating to the proposed development

Applicants must provide the documents listed below that are relevant to the type of development that is proposed.

Compliance Certificates (if applicable)     BASIX Completion Certificate (if applicable)     Fire Safety Certificate (if applicable)

### SECTION E. Signature of applicant(s)

Signature of applicant(s)

Name(s)

Date

### SECTION F. Delivery of application

Applications for occupation certificates must be delivered by hand, by post or transmitted electronically to the principal office of the certifying authority. Applications MAY NOT be sent by fax.

### SECTION G. Date of Receipt of Application (*Office Use Only*)

This Application was received on  (Insert date).