

**APPLICATION FOR A
CERTIFICATE FOR PUBLIC USE
(FORM 15)**

PROJECT NO:

APPLICATION

I request that you issue, under Section 363A of the Building Act 2004, a Certificate for Public use for the premises/part of the premises described below.

THE BUILDING

Street Address: (or Rapid Number if applicable):	What is the extent of the building that is proposed to be used by the public? <input type="checkbox"/> All of the building <input type="checkbox"/> Part of the building (describe the part of the building to be used and attach plans that are clearly marked to identify this area) _____ _____ This work relates to the following Building Consents issued by the _____ Council: _____ _____
Legal Description :	
Valuation Roll Number:	
Building Name if applicable: _____	

THE OWNER

AGENT – APPLICANT

Owner's Name:	Agent's Name:
Contact Person: <small>(if owner is not an individual)</small>	Contact Person:
Mailing Address:	Mailing/Billing Address:
Postcode:	Postcode:
Street Address/Registered Office:	Street Address/Registered Office:
Mobile Phone:	Mobile Phone:
Phone:	Phone:
Fax number:	Fax Number:
E-mail Address:	E-mail Address:
Evidence of ownership attached to this application: <input type="checkbox"/> Certificate of Title <input type="checkbox"/> Sale and Purchase Agreement	Note - The Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application / Building Work and will receive all correspondence including all invoices.

REQUIRED ATTACHMENTS

- Plans showing the part of the premises described above.
- Evidence of the applicant's status as owner/occupier/person in control with copy of certificate of title, (plus agreement for sale and purchase, licence, or property management agreement if applicable), being a document that shows the full name of the applicant.
- Certificates, producer statements as listed below.
- A management plan for the safety of people during ongoing work.

KEY PERSONNEL

Name of Builder :	Phone Number:
Mailing Address:	Registration Number:
E-mail Address:	
Name of Craftsman Plumber :	Phone Number:
Mailing Address:	Registration Number:
E-mail Address:	
Name of Registered Drainlayer :	Phone Number:
Mailing Address:	Registration Number:
E-mail Address:	
Name of Designer :	Phone Number:
Mailing Address:	Registration Number:
E-mail Address:	
Name of Engineer :	Phone Number:
Mailing Address:	Registration Number:
E-mail Address:	

Add any others on a separate sheet.

SIGNATURE

I confirm that no Code Compliance Certificate has been issued for the building work.

It is intended to permit members of the public to use the premises/part of the premises described above for the following purposes and the following circumstances:

Members of the public can safely use the premises/part of the premises described above safely.

Signed by or for and on behalf of the Owner: _____

Owner Agent Date: _____

Note: If acting "for and on behalf", please read the following declaration before signing: "I hereby declare that I am authorised to act as Agent of the Owner".

We require our plans and/or specifications to remain confidential.

SAFETY ISSUES TO BE CONSIDERED				
	Building Code Clause	Suggested Information	Notes:	Information provided. (i.e. Producer Statement)
Structure	B1	Producer Statement – Construction from Structural Engineer, or council inspection for non specific design.		
Fire safety	C1 – C4, F6, F7	Producer Statement – Construction from Fire Engineer, or council inspection for non specific design.		
Access routes	D1	Council inspection	Slip resistance, handrails.	
Hazardous substances	F1 – F3	Council inspection		
Safety from falling	F4	Council inspection	Balustrades to be installed	
Food preparation	G3	Council inspection		
Ventilation	G4	Producer Statement – Construction from Mechanical Engineer or council inspection for natural ventilation		
Electricity	G9	Electricians Energy Certificate		
Gas	G11	Gasfitters Energy Certificate		