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| You can use this form to apply for a building certificate over part or all of a building as per section 149B of the Environmental Planning and Assessment Act 1979 (as amended).  To complete this form, please place a cross in the appropriate boxes  and complete the required sections. | | | | | | | |
| 1. Details of the applicant | | | | | | | |
| **The APPLICANT is (tick whichever is relevant )**   * The lessee or licensee of the land on which the building is erected; or * Any other person, with the consent of the lessee or licensee of that land (If so lessee’s/licensee’s signature is required); or * The purchaser under a contract for the sale of property that comprises of or includes the building or part, or by the purchaser’s solicitor or agent, or * A public authority that has notified the lessee or licensee of its intention to apply for the certificate.   I the undersigned wish to apply to the Department of Planning & Environment for a Building Certificate under section 149B of the *Environmental Planning and Assessment Act 1979* in relation to the building identified below. | | | | | | | |
| NAME  Mr  Ms  Mrs  Dr  Other | | |  | | | | |
| First name | | | Family name | | | | |
| Company/organisation | | | | | | ABN | |
| STREET ADDRESS  Unit/street no. | Street name | | | | | | |
| Suburb or town | | | | | State | | Postcode |
| POSTAL ADDRESS (or mark ‘as above’) | | | | | | | |
| Suburb or town | | | | | State | | Postcode |
| CONTACT DETAILS  Daytime telephone | | Fax | | Mobile | | | |
| Email | | | | | | | |
| How would you prefer to be contacted? | | | | | | | |

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| **2. Identify the land** | | | | |
| Lot no | | Street or property name | | |
| Town, locality or resort | | Postcode | | |
| 3. Describe the building | | | | |
| Description of building(s) for which the certificate relates to (If part please describe clearly). | | | | |
| **The application relates to whole or part of building**:  Whole  Part | | | | |
| Floor area of building or part | | |  | |
| 4. Access to building | | | | |
| Access to the building may be made by contacting: | | | | |
| Name | | Telephone number | | |
| 5. Survey certificate | | | | |
| Enclosed is Survey Certificate No (if applicable) | | Dated | | |
| 6. Signatures | | | | |
| **The lessee(s) or licensee(s) of the land this application relates to must sign the application.** | | | | |
| As the lessee(s) or licensee(s) of the above property, I/we consent to this application**:** | | | | |
| Signature    Name    Date | Signature    Name    Date | | | |
| **The applicant must sign the application.** | | | | |
| Signature |  | | | |
| Name | Date | | | |
| 7. Fees | | | | |
| Application for Building Certificate | | | | $250.00 |
| (Note) For buildings other than Class 1 or Class 10 (dwellings and outbuildings) additional charges may be made on the basis of the following: | | | | |
| a) Floor area not exceeding 200 sqm | | | | $250.00 |
| b) Floor area exceeding 200 sqm but not exceeding 2,000 sqm | | | | $250.00 + $0.50 per sqm over 200 sqm |
| c) Floor area exceeding 2000 sqm | | | | $1165.00 + $0.075 per sqm over 2000 sqm |
| d) Where the application relates to a part of a building that consists of an external wall only or does not have a floor area. | | | | $250.00 |
| Total Fee Payable  $ | | | |  |
| 8. Privacy policy | | | | |
| The information you provide in this application will enable us, and any relevant state agency, to assess your application under the Environmental Planning and Assessment Act 1979 and other applicable state legislation. If the information is not provided, your application may not be accepted. Please ensure that the information is accurate and advise us of any changes. | | | | |
| 9. Contact details | | | | |
| Alpine Resorts Team Shop 5A, 19 Snowy River Avenue PO Box 36, JINDABYNE NSW 2627 Telephone: 02 6456 1733  Email: alpineresorts@planning.nsw.gov.au | | | **Head Office** 320 Pitt Street, SYDNEY 2000 GPO Box 39, SYDNEY NSW 2001 Telephone: 1300 305 695 Email: information@planning.nsw.gov.au | |