



## CENTRAL HAWKE'S BAY DISTRICT COUNCIL

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# Application for Certificate of Acceptance

Section 97, Building Act 2004

## The Building

Street address of building: .....

Legal description of land where building is located: .....

Building name: .....

Location of building within site/block number: .....

Number of levels: .....

Level/unit number: .....

Area: .....M<sup>2</sup>

Current, lawfully established, use: .....

Year first constructed: .....

## The Owner

Name of owner

.....

\*Contact person:

.....

Mailing address: .....

.....

.....

Street address/registered office: .....

Phone number: Landline: ..... Mobile: .....

Daytime: ..... After hours: .....

Facsimile number: .....

Email address: ..... Website: .....

The following evidence of ownership is attached to this application:

Certificate of Title

Lease

**Agent**

Name of agent: .....

Contact person: .....

Mailing address: .....

.....

Street address/registered office: .....

Phone number: Landline: ..... Mobile: .....

Daytime: ..... After hours: .....

Facsimile number: .....

Email address: .....

Website: .....

Relationship to owner: .....

First point of contact for communications with the council/building consent authority: §

.....

**Application**

I request that you issue a certificate of acceptance for the building work described in this application.

\_\_\_\_\_  
Signature of [owner/agent on behalf of and with the authority of the owner]

Date:

**Building work**

Description of the building work:

.....  
.....

Date building work carried out: .....

The personnel who carried out the building work are as follows:

.....  
.....

Did the building work result in a change of use of the building?    Yes         No

¶ If Yes, provide details of the new use: .....

Intended life of the building if 50 years or less: years.....

List building consents previously issued for this project (if any): .....

¶ Estimated value of the building work on which building levy will be calculated (including Goods and

Services Tax): \$\_\_\_\_\_

The following plans and specifications are attached to this application: .....

**Reasons why a certificate of acceptance is required:**

||The owner, or the owner's predecessor in title, carried out building work for which a building consent was required, but a building consent was not obtained because:

.....  
.....

A building consent could not practicably be obtained in advance because the building work had to be carried out urgently: (delete one of the following)

- (a) for the purpose of saving or protecting life or health or preventing serious damage to property as follows:
  
- (b) in order to ensure that a specified system was maintained in a safe condition or made safe as follows:

The building consent authority that granted the building consent is unable or refuses to issue a code compliance certificate in relation to the building work, and no other building consent authority will agree to issue a code compliance certificate for the building work: [state details of name of building consent authority and building consent granted]

.....  
.....  
.....

**Compliance Schedule**

||The specified systems for the building are as follows: [specified systems are defined in regulations]

.....  
.....  
.....

||The following specified systems were altered, added to, or removed in the course of the building work:

.....  
.....  
.....

.....  
There are no specified systems in the building.

### **Attachments**

The following are attached to this application:

- Project information memorandum
- Plans and specifications
- Certificates from personnel who carried out the building work
- Energy work certificate

All Plans and specifications must meet the minimum requirements set out in the regulations or any other requirements of the building consent authority.