

Notification to Record Exempt Work

Part 1 of Schedule 1 of the Building Act 2004

The Building Act 2004 provides for, in part, the regulation of building work, and to promote the accountability of owners, designers, and builders. Part 1 of Schedule 1 of the Act provides for building work for which building consent is not required. A copy of Schedule 1 is available at <http://www.legislation.govt.nz>

Refer to the disclaimer on page 3

1. BUILDING

Street address of building:

Legal description of land where building is located: *(Lots/DPs/Valuation Numbers)*

Property No(s):

Building name: *(if applicable)*

Location of building: *(within site/block number)*

Number of levels:

Floor area: *(in m² above & below ground)*

Current lawfully established use:

2. THE OWNER

Name of Owners/Company:

Contact details:

Phone:	
Mobile:	
Fax:	
Email:	

3. THE APPLICANT/AGENT *(IF DIFFERENT FROM OWNER)*

Name:

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Contact details:

Phone:	
Mobile:	
Fax:	
Email:	

Relationship to Owner:

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4. THE PROJECT

Work is exempt under Clause(s):

(refer to first schedule and state clause number etc.)

5. DESCRIPTION OF BUILDING WORK

Please describe work for which exemption is sought and attach plans/photos for record keeping purposes:

Has Construction started? *(Please tick)*

YES

NO

If no, when will construction start?

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If yes, when will construction be completed?

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Disclaimer:

The 'Notification to Record Exempt Building Work' is a service provided by Council to building owners undertaking exempt Building work. The purpose of the service is one of record keeping only. Council undertakes no statutory function under the Act in maintaining this service. It is the Owner's sole responsibility to ensure compliance with the Building Code, The Resource Management Act 1991, the CHBDC District Plan and any other statutory requirement that may apply.

To avoid any doubt Council accepts no liability for checking compliance of the building work with Schedule 1, Council is not required to undertake any inspection or issue any certificate in respect of the notified exempt building work. Undertaking building work that is not exempt building work is an offence under Section 40 the Building Act 2004.

6. SIGNATURE

Name *(print clearly)*

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Signature of Owner/Applicant or Agent:

(Please note signing this document signifies that you as the applicant or agent are authorised to do so on behalf of the owner, and that the information provided is true and correct)

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Dated:

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OFFICE USE ONLY

Date received:

Received by:

Signed:

Date loaded:

Loaded by:

Signed: