

	APPLICATION FOR BUILDING CONSENT EXEMPTION (1st Schedule Building Act 2004)	CONSENT NO:
BUILDING/LOCATION		
Street Address: (or Rapid Number if applicable): _____		
Legal Description: _____		
Valuation Roll Number: _____ Year of Construction (approx): _____		
Current lawfully established use: _____		
THE PROJECT		
Description of building works for which an exemption is requested: <small>(Provide sufficient description of building works to enable scope of work to be fully understood)</small> _____ _____ _____ _____ _____	Estimated Value (inc GST) \$ _____ Will the building work result in a change of use of the building? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, provide details of the new use: _____ _____	
THE OWNER		AGENT – APPLICANT
Owners Name:	Agent's Name:	
Contact Person: <small>(if owner is not an individual)</small>	Contact Person:	
Mailing Address:	Mailing/Billing Address:	
Street Address/Registered Office:	Street Address/Registered Office:	
E-mail Address:	E-mail Address:	
Phone Numbers:	Phone Numbers:	
Daytime: Mobile:	Daytime: Mobile:	
After Hrs: Fax:	After Hrs: Fax:	
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.	
Send exemption certificate to: <input type="checkbox"/> Owner <input type="checkbox"/> Agent		
Certificate to be: <input type="checkbox"/> collected <input type="checkbox"/> Owner <input type="checkbox"/> Agent		

REQUIRED ATTACHMENTS

- Copies of Plans and Specifications for the project
- References to accreditation certificates (if applicable)
- Photographs
- Any approvals granted under the Resource Management Act 1991

Processing fees may be charged

- This building project is exempt from requiring a Building Consent under Clause _____ of the 1st Schedule of the Building Act 2004.
- A Building Consent is required for the above project

Building Control Officer _____

Date: _____