



# Notice to commence building work and appointment of a principal certifying authority

DA no: LUA \_\_\_\_/\_\_\_\_  
CC no: LUA \_\_\_\_/\_\_\_\_

## ADVANCED BUILDING CERTIFIERS

**ABN 81 758 058 502**

This form can be used to:

- notify the council and the authority that granted development consent or a complying development certificate that you have appointed a principal certifying authority.

To complete this form, please place a cross in the boxes ☒ and fill out the white sections as appropriate.

### 1. Details of the applicant

Mr <input type="checkbox"/>	Ms <input type="checkbox"/>	Mrs <input type="checkbox"/>	Dr <input type="checkbox"/>	Other <input type="checkbox"/>	<input type="text"/>
First name <input type="text"/>		Family name / trading name of company <input type="text"/>			
Flat/street no. <input type="text"/>		Street name <input type="text"/>			
Suburb or town <input type="text"/>			State <input type="text"/>	Postcode <input type="text"/>	
Daytime telephone <input type="text"/>		Fax <input type="text"/>	Mobile <input type="text"/>		
Email <input type="text"/>					

### 2. Details of the land to be developed

Flat/street no./property name <input type="text"/>		Street name <input type="text"/>	
Suburb or town <input type="text"/>			Postcode <input type="text"/>
Lot no. <input type="text"/>	Section <input type="text"/>		
DP/MPS no. <input type="text"/>		Volume/folio <input type="text"/>	

### 3. Description of the work proposed

Description of the work <input type="text"/>
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#### 4. Details of the development approvals granted

Details of the development consent:

Development application no.

Date the consent was granted

OR Complying development certificate no.

Date the certificate was issued

Where a construction certificate has been issued for the building:

Construction certificate no.

Date the certificate was issued

#### 5. Steps taken by the applicant

Indicate the steps you have taken by placing a cross in the appropriate boxes ☒

- ☐ I have met all the conditions in the development consent or the complying development certificate required to be satisfied before I can begin work
- ☐ I have not appointed a principal certifying authority for the subject building works prior to this appointment

Name of the nominated principal certifying authority

Anthony Hans

Address of the principal certifying authority

599 Argyle Street, MOSS VALE NSW 2577

Telephone no. of the principal certifying authority

(02) 4869 5999

Where the principal certifying authority is an accredited certifier:

Accreditation body of the certifier

NSW Government Building  
Professionals Board

Accreditation no. of the certifier

BPB 0164

#### 6. Residential building work

1. Are you going to build a house or other residential work or alter or add to a dwelling?

No ☐

Yes ☐ ➤ Please complete part 2 below

2. Are you an owner-builder?

Yes ☐ ➤ What is your owner-builder permit no.?

No ☐ ➤ Will the work be carried out by someone who is licensed to do so?

Yes ☐ ➤ What is the name of the builder?

What is the telephone no. of the builder?

What is the contractor licence no. of the builder?

## 6. continued

Have you attached to this notice evidence that the licensed person is insured to carry out this type of work?

Yes ☐

No ☐

No ☐ ➤

Have you attached to this notice a declaration (signed by each owner of the land) that the reasonable market cost of the labour and materials to be used is less than \$12,000?

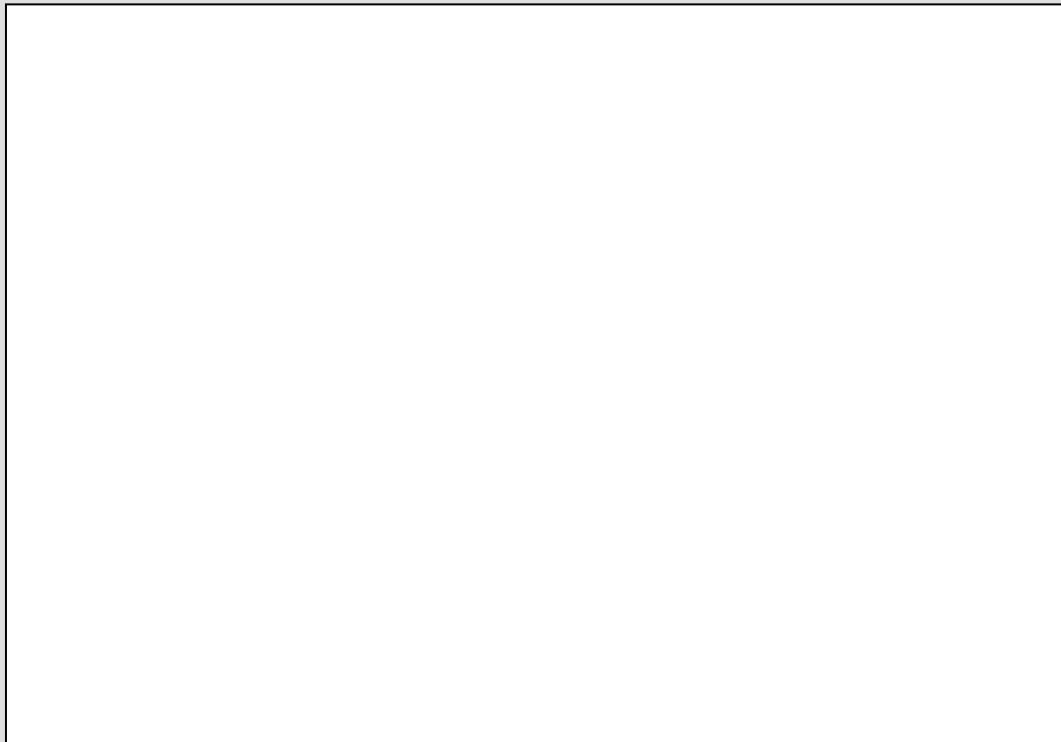
Yes ☐

No ☐

## 7. Date the work will commence

## 8. Locality Sketch

Please show the site in relation to the nearest cross street, prominent adjoining property and/or any other features which will assist the certifying authority in locating the property. The property should be sign posted.



## 9. Signatures

### The principal certifying authority must sign the notice.

I acknowledge that I have seen evidence that the builder is licensed and insured, or that I have seen evidence that the building works are to be undertaken by a person with an owner-builder permit.

I acknowledge that I have been appointed by the applicant and owner(s) to carry out the role of the Principal Certifying Authority for this development.

Signature

Name

Date

## 9. Signatures continued

### All owner(s) of the land being developed must sign the application.

If you are not the owner of the land, you must ask all the owners of the land to sign the application. If the land is Crown land, an officer of the Department of Land and Water Conservation must sign the application. If signed on behalf of a body corporate or company, the common seal must be stamped in this section.

As the owner(s) of the above property, I/we consent to this application. I/we consent to Advanced Building Certifiers personnel and its agents to enter the land and to carry out inspections:

Signature

Name

Date

Signature

Name

Date

### The applicant, or the applicant's agent, must sign the notice.

Signature

Name, if you are not the applicant

Date

In what capacity are you signing if you are not the applicant

## 10. Privacy policy

The information you provide in this notice is required under *the Environmental Planning and Assessment Act 1979* if you are going to erect a building or carry out subdivision work. If you do not provide the information to the consent authority, you cannot commence the work. The information will be held by the consent authority and by the council (if the council is not the consent authority). Please contact the council if the information you have provided in this notice is incorrect or changes.