



Po Box 142, Wollongong East
NSW 2520
Telephone 02 4229 5309
Facsimile 02 4228 0495

accredited building certifiers pty ltd ACN 084 680 991

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

ABN 27084 680 991

**Under Environmental Planning and Assessment Act 1979
Section 81A(2)(b), (ii) or (4)(b)(ii) or (c), 86(1) and (2)**

Date received ___/___/___ DA or CDC no: _____

This form can be used to:

- notify the council that you intend to commence building or subdivision work
- notify the council and the authority that granted development consent or a comply 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 Ms Dr Other

Your first name Family name

Flat/street no. Street name/Suburb or town

Telephone/Fax No. State Postcode

2. Details of the land to be developed

Flat/street no. Street name

Suburb or town Postcode

Lot no. DP/MPS no.

3. Description of the work proposed

Type of work proposed: Building Subdivision

Description of the work

4. Details of the development approvals granted

Details of the development consent:

Development application/complying
Development certificate no.

Date the consent/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 appointed a principal certifying authority

Name of the principal certifying authority

Telephone No of the principal

Address of the principal certifying authority

Where the principal certifying authority is an accredited certifier:

Accreditation body of the certifier

Accreditation no. of the certifier

6. Residential building work

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

Yes (Please complete part 2 Below) No

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 contractor licence no.
of the builder

No Have you attached to this notice evidence that the licensed person is insured to carry out this type of work or 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 \$3000?

Yes No

7. Date the work will commence

8. 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 to carry out the role of the Principal Certifying Authority for this development.

Signature

Name

Date

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

Signature

Name if you are not the applicant

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

9. Privacy Policy

The information you provide in this notice is required under the Environment 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.