

Application for Certificate for Public Use – Form 15

Section 363A, Building Act 2004

Premises/part of premises

Description of premises/part of premises for which certificate is sought:

Building work affecting premises/part of premises

Building consent(s) no(s) _____

Issued by **Whangarei District Council**

The applicant *(person who owns, occupies or controls premises)*

Name of applicant _____
(if an individual - include preferred form of address, e.g. Mr, Ms, Mrs, Dr)

Contact person¹ _____

Mailing address _____

Day phone _____ After hours phone _____

Fax no _____ Email _____

The following evidence of the applicant's status as owner/occupier/person in control is attached to this application ✓
one or more

- | | |
|--|--|
| <input type="checkbox"/> Copy of certificate of title | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Agreement for sale and purchase | <input type="checkbox"/> License |
| <input type="checkbox"/> Property management agreement | <input type="checkbox"/> Other <i>(state)</i> being a document that shows the full name of applicant |

The owner's name & address² _____

Agent³

Name of agent _____
(only required if application is being made on behalf of the owner/occupier/person in control of premises)

Contact person⁴ _____

Mailing address _____

Day phone _____ After hours phone _____

Fax number _____ Email _____

Relationship to owner/occupier/person in control of premises _____

(state details of authorisation from owner/occupier/person in control of the premises to make the application on the person's behalf)

¹ Delete if owner/occupier/person in control is an individual

² Delete if applicant is the owner

³ Delete this section if the application is not being made on behalf of the owner/occupier/person in control

⁴ Delete if the agent is an individual

Application

I confirm that no Code Compliance Certificate has been issued for the building work.

It is intended to permit members of the public to use the premises/part of the premises described above for the following purposes and in the following circumstances:

Members of the public can use the premises/part of the premises described safely because:

(state reasons for statement, & include any precautions taken to protect the public, information on any specified items in the premises or part of the premises, & the management of any special risks – e.g. means of escape from fire – on site – provide information in attachments if necessary)

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

(if known, list names, addresses, phone numbers and – where relevant – registration numbers)

I request that you issue, under section 363A(2) of the Building Act 2004, a certificate for public use for the premises or the part of the premises described above.

Signature
(owner/occupier/person in control of premises/agent on behalf of, & with the authority of the owner, occupier person)

Printed name of person signing

Date

Attachments

- 1 Evidence of applicant's status
- 2 Plans and diagrams showing the premises of part of the premises described above
- 3 Documentation relevant to the safety of the premises/part of the premises *(e.g. engineer's report, certificates concerning specified systems)*

Return form to:

Whangarei District Council
Private Bag 9023
WHANGAREI 0148

Print form

Office use
