



Application - Code Compliance Certificate

Working Together

THE BUILDING CONSENT

Building Consent Number:

Issued by

(Council name)

OFFICE ONLY:

Date received:

1. OWNER

Name /Company:

Mail address:

Phone (daytime):

Fax:

Mobile:

Email:

Attention:Ph:

Evidence of ownership:

- Certificate of Title
- Lease Agreement
- Agreement for Sale and Purchase
- Other

AGENT

Name /Company:

Mail address:

Phone (daytime):

Fax:

Mobile:

Email:

Attention:Ph:

Relationship to Owner:

Communication:

- Invoice to: Owner Agent
- First point of contact for communication: Owner Agent

2. APPLICATION

All building work to be carried out under the above Building Consent was completed on [date]

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

BUILDER's Name: Registration No.:

Address:

Telephone:Fax: Mobile: Email:

PLUMBER's Name: Registration No.:

Address:

Telephone:Fax: Mobile: Email:

DRAINLAYER's Name:Registration No.:

Address:

Telephone:Fax: Mobile: Email:

DESIGNER's Name: Registration No.:

Address:

Telephone:Fax: Mobile: Email:

GAS FITTER's Name: Registration No.:

Address:

Telephone:Fax: Mobile: Email:

OTHER's Trade & Name: Registration No.:

Address:

Telephone:Fax: Mobile: Email:

3. SPECIFIED SYSTEMS

The following specified systems are contained on the Compliance Schedule for the building and, in the opinion of the personnel who installed them, are capable of performing to the performance standards set out in the Building Consent. (Please tick as appropriate)

Specified Systems	New	Modified
1. Automatic systems for fire suppression (e.g. sprinkler systems)		
2. Automatic or manual emergency warning systems for fire or other dangers (other than a warning system for fire that is entirely within a household unit and serves only that unit)		
3. Electromagnetic or automatic doors or windows (e.g. ones that close on fire alarm activation)		
4. Emergency lighting systems		
5. Escape route pressurisation systems		
6. Riser mains for use by fire services		
7. Automatic back-flow preventers connected to a potable water supply		
8. Lifts, escalators, travelators, or other systems for moving people or goods within buildings		
9. Mechanical ventilation or air conditioning systems		
10. Building maintenance units providing access to exterior and interior walls of buildings		
11. Laboratory fume cupboards		
12. Audio loops or other assistive listening systems		
13. Smoke control systems		
14. Emergency power systems for, or signs relating to, a system or feature specified in any of clauses 1 to 13		
15. Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems or features specified in clauses 1 to 6, 9, and 13:		
(a) Fire separations (as defined by the Building Code)		
(b) Smoke separations		
(c) Final exits		
(d) Systems for communicating spoken information intended to facilitate evacuation		
(e) Signs for communicating information intended to facilitate evacuation		
16. Cable Cars		

4. REQUEST:

I request that you issue a Code Compliance Certificate for this work under section 95 of the Building Act 2004. The Code Compliance Certificate should be sent to: *(state whether Owner or Agent and which address)*

Owner Agent Name:
 Address:

Signed by the OWNER or by the AGENT on behalf of and with the authority of the Owner:

Owner Agent
 (Print Name) (Signature) (Date)

5. THE FOLLOWING DOCUMENTS ARE ATTACHED TO THIS APPLICATION:

Certificates from the personnel who carried out the work:

Producer Statements Memorandum /or statements of completion and compliance
 As-laid drainage plans Certificates that relate to the energy work (e.g. electrical or gas)
 Evidence that specified systems are capable of performing to the performance standards set out in the building consent

NOTE: If the application is incomplete, processing cannot begin and you will be asked to complete the application and re-submit it.