

 **Waikato Building Consents**

Memo / Site Instruction / Notice

Working Together

Building Consent Number: Date: / / Time: No. of pages:

Address: Lot: DPS:

Builder / Tradesperson's name: Signature: [If on site]

Company Name:

Officer's Name: Officer's Signature:

Council: [tick]

Hamilton Hauraki Matamata-Piako Thames-Coromandel Otorohanga Waikato Waipa Waitomo

Inspection Type:
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Inspection Outcome: PASS FAIL. Repeat inspection required
 FAIL. But work may proceed to next inspection.
 Document(s) still required

Instruction / notes:
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Documents received on site:
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Next Inspection required: [Name of inspection]

- IMPORTANT NOTES:**
- 1. *It is the Owner's / Agent's responsibility to arrange re-inspections. Re-inspections should be completed within 3 months.*
 - 2. *It is the Owner's / Agent's responsibility to apply for a Code Compliance Certificate once the final inspection has been passed.*
 - 3. *If submitting documentation please ensure you include the building consent number on all documentation.*
 - 4. *All final inspections are subject to a document review before Code Compliance Certificate is issued.*
 - 5. ***A further final inspection may be required if requested documentation has not been provided to Council within 3 months of request.***

