

## Extension of Time Application

**INSTRUCTIONS:** Complete ALL fields on this form. Put N/A if not applicable. Cross out mistakes don't use white out fluid / tape. Contact your local Council for fees.

### 1. TYPE OF EXTENSION [Tick one or both, as applicable]

I wish to apply for an Extension of Time for:

- STARTING THE BUILDING WORK:** Work has not started within 1 year of the building consent being issued, and the building consent will lapse without this extension (This does not extend the completion date. If you require an extension to complete the building work tick both boxes)
- COMPLETING THE BUILDING WORK:** Work will not be completed within 2 years of the building consent being granted

Signature: .....  Owner  Owner's agent Date: .....

### 2. THE OWNER / AGENT

Name / Company: .....  
Mail address: .....  
Phone: Landline: ..... Mobile: .....  
Email address: ..... Contact person .....  
On Site Contact Person: Name: ..... Phone: .....

### 3. THE BUILDING PROJECT

Consent No.: .....  
Street address of building: .....  
Description of the building work: .....  
.....  
Current stage of the project:  
  
Last inspection - type and date: .....

### 4. REASON FOR EXTENSION

Length of time requested: .....  
Reason for requested time:

**OFFICE USE ONLY** DECISION:  The application for extension of time is to be GRANTED.  
 The application for extension of time is to be REFUSED

REASON FOR DECISION:

OUTCOME OF DECISION:  Grant extension of time. The extension to start the building work is granted until .....  
 Grant extension of time. The extension for building work is granted until.....  
 Refuse extension of time

Officer: ..... Signature: ..... Decision Date: .....

