



**PLEASE COMPLETE
ALL DETAILS
FAILURE TO COMPLY
WILL RESULT IN THE
DELAY OF YOUR
LICENCE**

IT IS AN OFFENCE TO OCCUPY ANY BUILDING UNLESS IT IS APPROVED AS A DWELLING. NO TEMPORARY ONSITE LIVING WILL BE PERMITTED WITHOUT THE EXPLICIT AUTHORITY OF THE GINGIN SHIRE COUNCIL

Local Government (Miscellaneous Provisions) Act 1960, s. 374; Building Regulations 1989, reg. 10 (2)
FORM 2 - APPLICATION FOR BUILDING LICENCE

Property where building to be built	Address	Street No.:	Street Name:
		Suburb:	Postcode:
	Lot/location No.:		

Owner POSTAL ADDRESS	Name:
	Address:
	Phone Numbers (H): (W):

Tick box if all future correspondence including rates is to be sent to this address.

Occupier (if applicant is not the builder)	Name:
	Address:
	Phone Number (H): (W):

Details of Work	<input type="checkbox"/> New building Give details of type of building (e.g. residence, shop, factory, warehouse):		
	<input type="checkbox"/> Alteration or addition to existing building Give details of type of alteration or addition (e.g. carport, bedroom, second storey, store room, office, toilet, games room):		
	Estimated value of building work: \$		
	Materials to be used	Floor:	Roof:
		External walls:	Internal walls:
		Frame:	No. Stories:
		Area:	Depth:
Width:		Height:	

Applicant (if applicant is builder or owner builder) POSTAL ADDRESS	Name:	Builders Reg. No.:
	Address:	
	Phone numbers (H):	(W):
	Fax number:	Email:
	Signature:	Date:

OFFICE USE ONLY	
Licence No	Date
Receipt No	Septic Form and Fee
Building Fee	BCITF Form and Fee
	BRB Levy

**PLEASE
SEE
REVERSE**

**AUTHORITY TO POST BUILDING LICENCE AND ACCEPT COUNCIL
CONDITIONS OF APPROVAL**

To the Building Surveyor Shire of Gingin:

I _____, Owner Builder / Registered Builder No. _____

Of _____, Telephone No _____

being the registered managing and supervising builder of the works constructed

By: _____ Registered No. _____
(Name of company or Partnership)

being the nominated builder for the erection of the proposed works on

Lot _____, Street _____, Town _____

hereby authorises the Shire of Gingin to issue the relevant Building Licence, Approved Plans and Conditions of Approval, to myself by post. If I have any enquiries regarding the Building Licence or Conditions of Approval, I will contact the Shire's Building Surveyor prior to commencement of any work.

SIGNED _____

OR

**AUTHORITY TO COLLECT BUILDING LICENCE AND ACCEPT
COUNCIL CONDITIONS OF ISSUE**

To the Building Surveyor Shire of Gingin

I _____, Registered Builder No. _____

Of _____, Telephone No. _____

being the registered managing and supervising builder of the works constructed

By: _____, Registered No. _____
(Name of company or Partnership)

of _____

hereby authorise _____
(Full name in block letters)

Private Address _____

to collect the building licence & sign council conditions of issue on my behalf regarding the

proposed _____ to be erected on: Lot No. _____
(Type of building)

Street _____ Ward/Town _____

Signature of Authorised Person

Registered Builder's Signature

Date: _____