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| **START- WORK NOTIFICATION AND****AUTHORISATION – BUILDING WORK**  | **Section 99****Regulation 29** |
|  |

 Form **39**

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| To: |  | *Building Surveyor* |

|  |  |  |
| --- | --- | --- |
|  |  | *Address* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  | *Suburb/postcode* |

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| **Building work details:** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type of work: | Permit work |  |  | Notifiable work |  |

*(X one applicable.)*

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| --- | --- | --- | --- |
| Address: |  | Lot No: |  |

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| --- | --- | --- | --- |
| The work: | *(Description of the work e.g. new building, alterations, additions etc.)* | Permit or Certificate of Likely Compliance Number: |  |
|  |  |  |  |
|  |  | Building Class(es): |  |

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| --- | --- |
| **Licensed builder OR Owner builder:** |  |

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| --- | --- | --- | --- |
| **Builder:** |  | Category: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Business name: |  | Licence No: |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Business address: |  | Phone No: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Fax No: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| License No: |  | Email address: |  |

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|  |
| **Owner builder(s):** |  | Contact person: |  |
|  |
| Contact address: |  | Phone No: |  |
|  |
|  |  |  |  | Fax No: |  |
|  |
| Owner Builder Permit No: |  | Email address: |  |

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| **Notice details:** |  |

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| **The building work detailed above is to start work on:** |  | *Date* |

 *Name: [print] Signed Date*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Applicant (builder or owner builder) |  |  |  |  |  |

 *Name: [print] Signed Date and time*

|  |  |  |  |  |  |
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| Recipient (for phone application) |  |  |  |  |  |

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| **Authorisation to start building work:** |

**Your authorisation is issued in accordance with the *Building Act 2016 and Building Regulations 2016.***

*Name: [print]**Date*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Building Surveyor* |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Signed* |  | *Unique authorisation No* |  |  |

**Notes:**

* **A copy of this Form is to be provided to the Permit Authority within 2 business days of authorisation.**
* **If authorisation was given orally, a copy of this form is to be provided to the applicant within 7 days.**