

# Application for Code Compliance Certificate



# Application for Code Compliance Certificate

## Section 92, Building Act 2004

### The Building Consent

Building Consent No. \_\_\_\_\_

Issued by: \_\_\_\_\_

### OFFICE USE

Date received stamp:

BC No: \_\_\_\_\_

Date Granted: \_\_\_\_\_

Valuation No. \_\_\_\_\_

### The Owner

Name of Owner: (insert N/A if the applicant is an individual)  
\_\_\_\_\_

Contact person: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Street address/registered office: \_\_\_\_\_

Phone Numbers:

Daytime: \_\_\_\_\_ Mobile: \_\_\_\_\_

Facsimile: \_\_\_\_\_ After Hours: \_\_\_\_\_

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

Evidence of ownership: (i.e. copy of certificate of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building)

Copy of Certificate of Title (less than three months old)  Agreement for Sale and Purchase  Lease  Other

### Agent (only required if application is being made on behalf of the owner)

Name of Agent: (insert N/A if the applicant is an individual) \_\_\_\_\_

Contact person: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Street address/registered office: \_\_\_\_\_

Phone Numbers:

Daytime: \_\_\_\_\_ Mobile: \_\_\_\_\_

Facsimile: \_\_\_\_\_ After Hours: \_\_\_\_\_

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

Relationship to owner: \_\_\_\_\_

First point of contact for communications with the Council/Building Consent Authority:  
(state full name, mailing address, phone number(s), facsimile number(s) and e-mail address(es))

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Application

All building work to be carried out under the above building consent was completed on: (date)

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The personnel who carried out the building work are as follows: (list names, addresses, phone numbers, and (where relevant) registration numbers)

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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: (list specified systems)

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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 which address, and whether owner or agent)

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Signature of: (owner/agent on behalf of and with the authority of the owner) \_\_\_\_\_

Name of person signing: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachments

The following documents are attached to this application:

- Certificates from the personnel who carried out the work (producer statement from registered trades, etc)
- Certificates that relate to the energy work (gas and electrical certificates)
- Evidence that specified systems are capable of performing to the performance standards set out in the building consent (alarm, sprinkler, emergency lighting test certificates, etc)

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