

Application for Project Information Memorandum and/or Building Consent

Section 33 of Section 45, Building Act 2004

(Only complete items that are applicable to your project)

FOR OFFICE USE ONLY

Project No:

Date Received:

APPLICATION

I request that you issue a: <i>(please tick one)</i>	<input type="checkbox"/>	Project Information Memorandum only (PIM)
	<input type="checkbox"/>	Building Consent only
	<input type="checkbox"/>	Building Consent (including Project Information Memorandum)
	<input type="checkbox"/>	National Multiple-Use Consent Application

THE BUILDING

Street address of building (or Rapid No if applicable): <i>[for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection]</i>	Building Name (if applicable):
Location of building within site/block number <i>(include nearest street address):</i>	
Legal Description of land where building is located: Lot: DP:	Valuation Roll Number:
Number of Levels <i>(include ground level & any levels below ground):</i>	Level/Unit No:
Total Floor Area: (all floors included)	
Existing: m ² Add: m ²	
Current lawfully established use <i>(include number of occupants per level and per use if more than 1):</i>	Approx year building first constructed:

THE PROJECT

Description of building work: <i>(eg dwelling, commercial, farm shed, garage etc)</i>
Will the building work result in a change of use of the building? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Refer to Building (Specified Systems, Change of Use, and Earthquake-prone Buildings) Regulations 2005 if in doubt)</i>
If "Yes", provide details of the new intended use:
Intended life of the building if less than 50 years: _____ years
List Building Consents previously issued for this project or building (if any): <i>(ie is this project being constructed in stages? Is this consent for a relocated or transportable building?)</i>
Estimated Value of the building work on which the building levy will be calculated <i>(including goods and services tax) [State estimated value as defined in Section 7 of the Building Act 2004]:</i>
\$

THE OWNER

Owner's Name <i>(include preferred form of address e.g. Mr, Miss, Dr, if an individual):</i>	Contact Person: <i>(if owner is not an individual)</i>
Mailing/Billing Address:	
Street Address/Registered Office:	Post Code:

KEY PERSONNEL

Name of Builder:	Registration Number:
Mailing Address:	
E-mail Address:	Phone Day:
Name of Craftsman Plumber:	Registration Number:
Mailing Address:	
E-mail Address:	Phone Day:
Name of Registered Drainlayer:	Registration Number:
Mailing Address:	
E-mail Address:	Phone Day:
Name of Craftsman Gasfitter:	Registration Number:
Mailing Address:	
E-mail Address:	Phone Day:
Name of Designer:	Registration Number:
Mailing Address:	
E-mail Address:	Phone Day:
Name of Engineer:	Registration Number:
Mailing Address:	
E-mail Address:	Phone Day:

SIGNATURE

I hereby certify that, to the best of my knowledge and belief, the information given in this application is true and correct.

I/the applicant undertake to pay all actual and reasonable application costs incurred by the Grey District Council in processing the application regardless of whether or not the application is granted.

In the event of a default in payment, the customer will be charged interest on any overdue amount at the rate of 1.5% per month from the due date until full payment is made, and shall repay Grey District Council on demand any monies which Grey District Council may expend to make good any failure by the customer to comply with the payment terms.

If you do not make any payment when due, in addition to any other remedies, we may recover from you any costs, expenses or disbursements incurred by us in recovering money from you, including without limitation, debt collection agency fees and legal fees.

Signed by or for and on behalf of the Owner: _____

Owner Agent Date: _____

If acting "for and on behalf", please read the following declaration before signing: "I hereby declare that I am authorised to act as Agent of the Owner". *State details of the authorisation from the owner to make the application on the owner's behalf:*

Relationship to owner: _____

Please Note:

- Applications will not be received and processed until the minimum Deposit Fee is paid;
- If the minimum Deposit Fee does not cover the full cost incurred by Council in processing the consent application(s), then the balance will be invoiced either on an interim basis, or at the time the decision on the consent application(s) is released;
- GDC reserves the right to suspend delivery of further goods and/or services if the terms of payment are not strictly adhered to by the Customer.