



PHOENIX BUILDING APPROVALS PTY LTD

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OCCUPATION CERTIFICATE APPLICATION

Under Sections 109C (1)(c) & 109H of the Environmental Planning & Assessment Act 1979

OFFICE USE ONLY ▶ Date of Receipt of Application

This application was received on: (insert date)

1. Occupation Certificate Type

Type of Occupation
Certificate

Interim (IOC)

Final (OC)

2. Application Details

Please note that the
applicant **cannot** be
the builder unless the
builder is the owner
of the property

Mr Mrs Miss Ms Other

Surname (or Company):

Given names (or ABN):

Address:

State:

Postcode:

Phone:

Mobile:

E-mail:

ONLY IF NOT ORIGINAL APPLICANT - BUILDING OWNERS CONSENT REQUIRED

(All owner(s)/directors must sign this document or provide a letter of authority)

Every owner of the land must sign this application and as the owner(s) of the above property, I/we all consent to this application.

Or, provide a statement signed by all owner/s of the land to the effect that the owner consents to the making of the application.

If the owner is a company, this form must be signed by an authorised director of the company.

If the property is a unit under strata title, relates to common property or a lot in a community title, this form must be signed by the chairperson or the secretary of the Body Corporate and/or Body Corporate seal or the appointed managing agent.

Owner(s) Name:

Signature(s):

Date:

I/we as the owner/s of this land consent for the above applicant to apply on our behalf apply for an Occupation Certificate

3. Subject Property Identification

	Address:	
	State:	Postcode:
	Lot:	DP/SP:
	Council Area:	

4. Description of Development

<p><i>Provide a description of the works to be approved as per the Development Consent</i></p>	Describe works as per the Development Consent:
	Is the OC for Whole or Part of the Development?
	If Part Describe:

5. Building Classification

<p><i>Tick the relevant class</i></p>	1a <input type="checkbox"/> 1b <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7a <input type="checkbox"/> 7b <input type="checkbox"/>
	8 <input type="checkbox"/> 9a <input type="checkbox"/> 9b <input type="checkbox"/> 9c <input type="checkbox"/> 10a <input type="checkbox"/> 10b <input type="checkbox"/> 10c <input type="checkbox"/>

6. Development Consent

	Development Consent No.
	Date of Determination:
	Approval of Authority:

7. Construction Certificate

	Construction Certificate No.
	Date of determination:

8. Applicant Declaration

<i>Applicant to declare items and sign declaration.</i>	Declaration: <ul style="list-style-type: none">• I/We declare that all the information in this application is, to the best of my knowledge, true and accurate.• I/We also understand that if the information is incomplete the application may be delayed or rejected or more information may be requested.• I/We acknowledge that if the information is misleading, any approval granted may be void. <p>In signing this application form I/We declare the abovementioned terms and conditions.</p>
	Signed (Applicant):
	Date: