

**Form 15**

**BUILDING ACT 1993  
BUILDING REGULATIONS 2018  
Regulation 186(1)**

**APPLICATION FOR OCCUPANCY PERMIT**

**To**

Leo Parente, BS 19064, Municipal Building Surveyor, City of Whittlesea

**From:**

Owner or Agent:..... Telephone: .....

ACN/ARBN .....

Email Address.....

 In accordance with section 42/section 54 of the **Building Act 1993**, I hereby apply for an  
Occupancy Permit for the building/Place of Public Entertainment situated at:

**Property details:**

Number .....Street/Road..... City/Suburb/Town .....

Lot/s..... LP/PS ..... Volume ..... Folio.....

Crown allotment ..... Section ..... Parish ..... Country .....

Municipal District.....

**Nature of Application**

 New building <sup>†</sup> Amendment to existing occupancy permit <sup>†</sup>

 Alteration to an existing building <sup>†</sup> Change of use of an existing building 

 Place of public entertainment <sup>†</sup> Other <sup>†</sup>
**Building permit details:** Permit no. ....

**Building practitioners and architects who were engaged in the building work<sup>1</sup>**

Name ..... Category/Class ..... Registration No.....

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**Use applied for:**

Part of building ..... Intended Use..... BCA Class.....

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**Certificates of compliance**

 Copies of compliance certificates for plumbing work and electrical work are attached in  
accordance with regulation 186(2)(b).

**Signature of owner or agent** ..... **Date** .....

 Note<sup>1</sup>: Include building practitioners who were involved in the building work and who were not known or not listed at  
time of completion of application for building permit.

## BUILDER FINAL INSPECTION DECLARATION FORM

### APPLICANT'S DETAILS –

Builder's Name: .....

Address:.....

Building Permit Number: .....

Building Type: .....

Property Address: .....

### SUSTAINABLE HOUSE ENERGY RATING –

Element:	Product:	"R" Rating:	Tick:
Roof or Ceiling Insulation		R =	
External Wall Insulation		R =	
Ground Floor Insulation			
Windows and Glazing			
Solar Hot Water Service			
Water Tank			
Grey Water Recycling			
Other measures required to achieve the Sustainable House Energy rating			
Number of Smoke Alarms Installed		<input type="checkbox"/> Hard wired	<input type="checkbox"/> Battery operated

I certify that all measures required to achieve the Sustainable House Energy Rating as described in the Energy Raters Report forming part of the Building Permit have been installed in accordance with the Building Permit and the Relevant Australian Codes and Standards.

**Signed:** .....

**Date:** .....

This declaration must be made by the Builder

### Compulsory Compliance Certificates:

✓ Plumbing:

▪ Roof Plumbing	0
▪ Sanitary Plumbing	1
▪ Drainage (below ground sewer)	3
▪ Drainage (below ground stormwater)	4
▪ Cold Water Plumbing	5
▪ Hot Water Plumbing	6
▪ Mechanical Services (includes duct fixing & refrigeration)	7
▪ Gas fitting	92
▪ Solar Hot Water or Water Tank	98/99

✓ Electrical

✓ Waterproofing

### Other Certificates (if applicable):

▪ Insulation	▪ Termite Protection, if within a Declared area
▪ Glazing	▪ Permit to use (PTU) the Septic system from Environmental Health Team
▪ Cladding	▪ Polystyrene Cladding Certificate

**INFORMATION PRIVACY:** The information supplied on this form is shared with the Victorian Building Authority, the Electoral Commission and other government agencies as required by law and in accordance with Council's Privacy Policy which is published at [www.whittlesea.vic.gov.au](http://www.whittlesea.vic.gov.au). If you fail to provide this information, your application may not be processed.