

Application for Occupation Certificate

made under the *Environmental Planning and Assessment Act 1979* sections 6.4(c) and 6.10

A1. Approval Type

Application is hereby made for:

- Interim Occupation Certificate
 Final Occupation Certificate

NOTE! *If the application is for an interim occupation certificate an additional inspection fee (relevant to Council's current fees and charges) is to be submitted with the application.*

A2. Applicant

Surname/s	<input type="text"/>	Given Name/s	<input type="text"/>
OR			
Company/ Organisation	<input type="text"/>	ABN	<input type="text"/>
Postal Address	<input type="text"/>		
Telephone	<input type="text"/>	Mobile	<input type="text"/>
Facsimile	<input type="text"/>	Email	<input type="text"/>

A3. Owner's Consent

- Individual Ownership and Joint Ownership
 Organisation/Company Ownership
 Strata Property

NOTE! *A separate owner's consent form will be generated depending on what option is selected. This signed form will need to be scanned for inclusion with your submission to Council.*

A4. Land Description

Lot Number	<input type="text"/>	Section	<input type="text"/>	DP/NPP/SP	<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
Unit/Street No	<input type="text"/>	Street	<input type="text"/>		
Suburb/Town	<input type="text"/>				

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A5. Approval Details

Development Consent No

Approval Date

Complying Development Certificate No

Approval Date

Construction Certificate No

Approval Date

A6. Building Details

Whole/Part of Building

Use

BCA Class

New

Existing

NOTE!

The building classification must be the same as that specified on the construction certificate or complying development certificate.

A7. Attachments

- Copy of development consent or complying development certificate
- Copy of construction certificate (where relevant)
- Copy of final fire safety certificate or interim fire safety certificate (where relevant see note 2)
- Other certificates relied on

A8. Payment of Application

Once your application(s) has been lodged, you will receive a Debtor Invoice(s). Please indicate how you wish to pay.

- By Post Please post your cheque, made payable to Tweed Shire Council.
- Electronically BPAY and Post Billpay options are available. Please refer to the payment information on your Debtor Invoice for further information.
- In Person Cash, cheque, EFTPOS and credit cards (Visa and MasterCard) are accepted at either of the Customer Service offices between 8.30am and 4.00pm (AEST) Monday to Friday.

NOTE! *A surcharge applies to payment via credit card.*

A9. Applicants Declaration

I declare that all the information in this application and any attachments are true and correct.

I understand that if the information is incomplete the application may be delayed or rejected.

Applicants Name

Date

**For a full list of fees applicable see Council's Fees and Charges at
www.tweed.nsw.gov.au**

NOTES:

1. Before an occupation certificate may be issued, the certifying authority must be satisfied that: -
 - A development consent or a complying development certificate is in force with respect to the building; and
 - A construction certificate has been issued with respect to the plans and specifications for the building.
2. A final fire safety certificate or interim fire safety certificate is not required for a class 1a or class 10 building.
3. This application is to be delivered by hand, sent by post or transmitted electronically to Council, but may not be sent by facsimile transmission.

[THIS NOTES PAGE IS NOT REQUIRED TO BE SUBMITTED WITH YOUR APPLICATION]