

*******IMPORTANT*******

BUILDING PERMIT CONDITIONS:

PLEASE ENSURE STAMPED PLANS ARE ON SITE

OWNER/BUILDERS – PLEASE ENSURE THAT YOU INFORM YOUR SUB-CONTRACTORS OF THE UNDERMENTIONED REQUIREMENTS TO ENSURE YOUR INSPECTIONS CAN BE BOOKED CORRECTLY.

INSPECTION REQUIREMENTS

To ensure your inspection is carried out the following business day, you must book the inspection with our office by **3.00pm** the previous business day by telephone only (NO FAXES OR EMAILS WILL BE ACCEPTED).

Inspection of: PRE-SLABS FOOTINGS SLAB-STEELS BORED PIERS

These inspections will be carried out either:
(AM) between 8.00am – 12.00pm , or
(PM) between 12.01pm – 5.00pm
(Please note that no specific set times will be provided)

Inspection of: FRAMES FINALS

These inspections will be carried out any time through-out the day from 8.00am – 5.00pm.
(Please note that no specific set times can be provided, however the inspector will call prior to arrival to confirm access – FINAL only)

CERTIFICATE OF OCCUPANCY / FINAL CERTIFICATE

The following Certificates are required prior to issuing the Certificate of Occupancy / Final Certificate for your property.

- [] Application for Occupancy (must be signed by you)
(This form was provided together with your building permit)
- [] Certificate of Electrical Safety
- [] Plumbing Industry Commission Compliance Certificate
(Please Note: Roof Plumbing Certificate is required if a colour bond roof is used)
- [] Glazing Guarantee / Certificate - *(From your window supplier)*
- [] Insulation Guarantee / Certificate
- [] Termite Certificate *(if applicable)*
- [] House Energy Rating Compliance Statement (if applicable)

IMPORTANT

PRIOR TO FRAME INSPECTION THE APPLICANT OR THEIR AGENT IS REQUIRED TO PROVIDE 3 SETS OF STRUCTURAL ROOF AND/OR FLOOR TRUSS SCHEDULES, LAYOUTS AND DESIGN COMPUTATIONS TO THE RELEVANT BUILDING SURVEYOR FOR APPROVAL.

A STRICT POLICY OF NOT ACCEPTING FAXES APPLIES.

PLEASE NOTE – NO FRAME INSPECTIONS WILL BE CARRIED OUT OR BOOKED UNTIL WE RECEIVE TRUSS COMPUTATIONS FIRST.

RE: POOLS/VERANDAHS/CARPORTS & OTHER MINOR STRUCTURES.

AS THE OWNER/BUILDER/AGENT OF THIS PROJECT, IT IS YOUR RESPONSIBILITY AND IN YOUR BEST INTEREST TO ENSURE THAT THE FINAL INSPECTION TAKES PLACE AND THE PROJECT IS COMPLETED WITHIN THE BUILDING PERMIT TIME FRAME.

THIS THEN REDUCES THE NEED FOR EXPIRY LETTERS, BUILDING NOTICE/ORDERS AND FURTHER EXPENSES.

THANK YOU FOR YOUR CO-OPERATION.