

Occupation Certificate

Section 109C (1) (c) and 109H of the Environmental Planning and Assessment Act 1979

Form 12 - Occupation Certificate	\$212.00 (inc GST)	CC Number
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Before an Occupation certificate can be issued, Council must be satisfied that:

- A Development Consent or Complying Development Certificate is in force
- A Construction Certificate has been issued
- You must attach the final or interim Fire Safety Certificate unless this is for a class 1a or class 10 building
- You must attach other outstanding certificates as required

Type of Certificate

<input type="checkbox"/> Interim Certificate	<input type="checkbox"/> Final Certificate
<input type="checkbox"/> Occupation / use of a new building	<input type="checkbox"/> Change of building use of an existing building

Applicant Details

Please only complete **either** Section A - Private or Section B - Company

Section A - Applicant Details - Private

Ms/Mr/Mrs/Other (please state)		Family Name		Given Name	
No.	Street	Suburb	Postcode		
Mailing Address (if different)					
Tel 1 (Home/Work/Mobile)			Tel 2 (Home/Work/Mobile)		
Email			Fax (Home/Work)		

OR

Section B - Applicant Details - Company

Company Name (if applicable)	
Mailing Address	
Contact Person	
Tel 1 (Work/Mobile)	Tel 2 (Work/Mobile)
Email	Fax (Home/Work)

Property Details

Lot No/s		Section	DP/SP Number
Unit No.	Street No.	Street	
Suburb			Postcode

Building Details

The building classification must be the same as that specified in the Development Consent or Complying Development Certificate.

Type of Building	Whole / part	BCA class		
Description of part (if applicable)				
Use	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	Other please specify

Approval Details

Development Application or Complying Development Certificate No. _____	Date of Determination ____ / ____ / ____
Construction Certificate No. _____	Date of Issue ____ / ____ / ____

Please Note

The personal information required on this form may be available for public access under various legislation.

Applicant's Signature

Signature _____	Date ____ / ____ / ____
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Owner's Consent

I/we consent to the making of this application

Full Name	Full Name	Full Name
Address	Address	Address
Signature	Signature	Signature
Date ____ / ____ / ____	Date ____ / ____ / ____	Date ____ / ____ / ____