



**WBCA 006**

## Application for a Certificate for Public Use

(Only complete items that are applicable to your project)

### FOR OFFICE USE ONLY

Project No:

Date Received:

### APPLICATION

I request that you issue, under Section 363A of the Building Act 2004, a Certificate for Public Use for the premises/part of the premises described below.

### THE BUILDING

Street Address (or Rapid No if applicable):

Valuation Roll Number:

Legal Description: Lot:

DP:

What is the extent of the building that is proposed to be used by the public

☐

All of the building

☐

Part of the building (described the part of the building to be used and attach plans that are clearly marked to identify this area)

This work relates to the following Building Consents issued by the

Council:

Building Name if Applicable:

### THE OWNER

Owner's Name:

Contact Person:

(if owner is not an individual)

Mailing/Billing Address:

Street Address/Registered Office:

E-mail Address:

Phone Day:

Phone A'Hours:

Fax:

Cellphone:

### THE AGENT

*Note - The Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application/building work and will receive all correspondence including all invoices.*

Agent's Name:

Contact Person:

(if Agent is not an individual)

Mailing/Billing Address:

Street Address/Registered Office:

E-mail Address:

Phone Day:

Phone A'Hours:

Fax:

Cellphone:

### REQUIRED ATTACHMENTS

Evidence of ownership attached to this application:

☐

Current Certificate of Title

☐

Sale and Purchase Agreement

☐

Plans showing the part of the premises described above.

☐

Evidence of the applicant's status as owner/occupier/person in control with copy of certificate of title, (plus agreement for sale and purchase, licence, or property management agreement if applicable), being a document that shows the full name of the applicant.

☐

Certificates, producer statements as listed below.

☐

A management plan for the safety of people during ongoing work.

*Add any additional people on another sheet.*

**SIGNATURE**

I confirm that no Code Compliance Certificate has been issued for the building work.

It is intended to permit members of the public to use the premises/part of the premises described above for the following purposes and the following circumstances:

This image shows a full page of white paper with horizontal black ruling lines. The lines are evenly spaced and run across the width of the page, typical of notebook or legal stationery. There are no margins, text, or other markings on the page.

Members of the public can safely use the premises/part of the premises described above safely.

Signed by or for and on behalf of the Owner:

☐ Owner      ☐ Agent      Date: \_\_\_\_\_

**Note:** If acting “for and on behalf”, please read the following declaration before signing: “I hereby declare that I am authorised to act as Agent of the Owner”.

☐ We require our plans and/or specifications to remain confidential.

| SAFETY ISSUES TO BE CONSIDERED |                      |  |                             |   |
|--------------------------------|----------------------|--|-----------------------------|---|
|                                | Building Code Clause | Suggested Information  | Notes                       | Information provided. (i.e. Producer Statement) |
| Structure                      | B1                   | Producer Statement – Construction from Structural Engineer, or council inspection for non specific design. |                             |   |
| Fire safety                    | C1–C4, F6, F7        | Producer Statement – Construction from Fire Engineer, or council inspection for non specific design.       |                             |   |
| Access routes                  | D1                   | Council inspection   | Slip resistance, handrails. |   |
| Hazardous substances           | F1–F3                | Council inspection   |                             |   |
| Safety from falling            | F4                   | Council inspection   | Balustrades to be installed |   |
| Food preparation               | G3                   | Council inspection   |                             |   |
| Ventilation                    | G4                   | Producer Statement – Construction from Mechanical Engineer or council inspection for natural ventilation   |                             |   |
| Electricity                    | G9                   | Electricians Energy Certificate  |                             |   |
| Gas                            | G11                  | Gasfitters Energy Certificate  |                             |   |