



Building Surveyors  
Celebrating 30 Years

FORM 1 Building Act 1993  
Building Regulation 2018 Regulation 24

## APPLICATION FOR A BUILDING PERMIT

To: A Building Surveyor at Time Line Three Pty Ltd  
From: Applicant as shown below

FORM 1

### PROPERTY DETAILS

No.	Street/Road	Suburb	Postcode
Lot/s:	LP/PS	Volume	Folio
Section:	Parish	Municipal district	
County:	Crown Allotment:	Allotment area (for new dwelling only) m <sup>2</sup>	
		Land owned by the Crown or a public authority <input type="checkbox"/> Yes <input type="checkbox"/> No	

### APPLICANT (owner or agent of owner)

Name	Contact person
ACN / ARBN	Ph/Mob
Address	Email

Indicate if the applicant is a lessee or licensee of Crown land to which this application applies ☐ Yes ☐ No

**Lessee responsible for building work** - Indicate if a lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part of the building leased by that lessee ☐ Yes ☐ No

Person responsible for payment of invoices <input type="checkbox"/> Applicant <input type="checkbox"/> Owner	All invoices will be sent to the Owner direct unless advised otherwise.
Nominated Person that will pay Building Levy <input type="checkbox"/> Applicant <input type="checkbox"/> Owner <input type="checkbox"/> Builder	The VBA will send an invoice direct to the nominated person.
Address for serving or giving of documents <input type="checkbox"/> Applicant <input type="checkbox"/> Owner	All documents will be sent to the Applicant unless advised otherwise.

### OWNER (if applicant is agent of owner)

Name	Contact person
ACN / ARBN	Ph/Mob
Address	Email

### BUILDER

I intend to carry out the works as an owner- builder <sup>5</sup> (tick if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No Consent No. (if yes) _____	
Name or Company Name	Rego No.
ACN/ ARBN	Contact person
Address	Ph/Mob
	Email
If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable).	
Natural person for service of directions, notices and orders (if builder is a company or body corporate)	
Name	Ph/Mob
Address	Email

### ARCHITECT / DRAFTSPERSON

Name	Ph/Mob
Company Name	Email

Builder		Name	Category/Reg No.
Building practitioners <sup>1</sup> and/or architect engaged	in the building work <sup>2</sup>	Name	Category/Reg No.
		Name	Category/Reg No.
	to prepare documents <sup>3</sup>	Name	Category/Reg No.
		Name	Category/Reg No.
		Name	Category/Reg No.
		Name	Category/Reg No.
		Name	Category/Reg No.
		Name	Category/Reg No.

**NATURE OF BUILDING WORK** (tick if applicable or give other description)

- |   |  |
|---|--|
| <input type="checkbox"/> Construction of a new building               | <input type="checkbox"/> Demolition of a building                |
| <input type="checkbox"/> Extension to an existing building            | <input type="checkbox"/> Removal of a building                   |
| <input type="checkbox"/> Alterations to an existing building          | <input type="checkbox"/> Re-erection of a building               |
| <input type="checkbox"/> Change of use of existing building           | <input type="checkbox"/> Construction of swimming pool or spa    |
| <input type="checkbox"/> Construction of swimming pool or spa barrier | <input type="checkbox"/> Construction of a small second dwelling |
| <input type="checkbox"/> Other (give description) _____               |  |

**PROPOSED USE OF BUILDING<sup>4</sup>**

**SOCIAL HOUSING**

Does any of the building work include the construction of social housing as referred to in regulation 281B? ☐ Yes ☐ No

*Indicate Yes if the building work, which is the subject of this application, includes the construction of social housing or if other building work, which is the subject of a related staged building permit, includes the construction of social housing.*

**COST OF BUILDING WORK**

Is there a contract for the building work?	Cost of work for this whole project \$ (Amount must include G.S.T.)
<input type="checkbox"/> Yes, state the contract price	
<input type="checkbox"/> No, state the estimated cost of the building work <sup>6</sup>	

**MULTI-PURPOSE USE OF BUILDING**

Does the building work relate to more than one class of building, including a class of building referred to in section 205G(2A) of the Building Act 1993 and a class 1, 9 or 10 building? ☐ Yes ☐ No

If yes, provide the cost of the building work that relates to the class or classes referred to in section 205G(2A) of the Building Act 1993 and the cost of the building work that relates to a class 1, 9 or 10 building:

Cost of building work relating to a class 2 – 8 building	\$ (Amount must include G.S.T.)
Cost of building work relating to a class 1, 9 or 10 building:	\$ (Amount must include G.S.T.)

**\*STAGE OF BUILDING WORK** (if application is to permit a stage of work)

Extent of Stage	Cost of work for this stage \$ (Amount must include G.S.T.)
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**OR****\*VARIATION TO BUILDING PERMIT** (If application is to permit variation to works)

Variation	Cost of work for this variation \$ (Amount must include G.S.T.)
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In accordance with Section 17 of the Building Act 1993 I hereby apply for a building permit and appoint Time Line Three Pty Ltd or a Building Surveyor from Time Line Three Pty Ltd to carry out the functions of the building surveyor in accordance with Section 76 of the Act.

I also acknowledge that

- (1) I will be applying for all report and consents that may be required for my application for building permit;
- (2) The applicant agrees that the current building regulations will be used to check this project except where the Relevant Building Surveyor is satisfied that substantial progress was made on the design of the building before the building regulation or amendment commenced. Pursuant to Section 10 of the Building Act, the certification of which version of Building Regulations and Building Code of Australia will be shown on the Form 2 Building Permit.
- (3) I have read, checked and agree with all the above information that has been handwritten and/or electronically entered and printed on this form.

<b>Signature</b> Signature of owner or agent		<b>Date</b>	
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**Notes:**

1. Building practitioner means-
  - (a) a building surveyor, (b) a building inspector, (c) a quantity surveyor, (d) an engineer engaged in the building industry, (e) a draftsperson who carries on a business of preparing plans for building work or preparing documentation relating to permits and permit applications, (f) a builder incl. a domestic builder, (g) a person who erects or supervises the erection of prescribed temporary structures, or (h) a person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to be building practitioners, but does not include- (i) an architect, or (j) a person (other than a domestic builder) who does not carry on the business of building.
2. Incl. RBP's with continuing involvement in the building work.
3. Incl. only RBP's with no further involvement in the building work.
4. The use of the building may also be subject to additional requirements under other legislation such as the Liquor Control Reform Act 1998 and the Dangerous Goods Act 1985.
5. If an owner-builder, restrictions on the sale of the building apply under sec.137B of the Building Act 1993. Sec.137B prohibits an owner-builder from selling a building on which domestic building work has been carried out within 6½ years from the completion of the relevant building work unless they have satisfied certain requirements incl. obtaining compulsory insurance. The VBA maintains a current list of domestic insurance providers.
6. Estimated cost of building work including the cost of labor and materials, also attach details of the method of estimation.