

Please print clearly in BLOCK LETTERS with a black pen.
Ensure all fields have been filled out correctly.
Please tick the appropriate boxes.

CDC, DA or CC No.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

S.109C (1)(c) & 109H Environmental Planning & Assessment Act 1979

APPLICATION FOR AN OCCUPATION CERTIFICATE

This form should be submitted to Council a minimum of 48 hours prior to requesting the interim or final inspection.
Please ring Council's Customer Service Team on (02) 6499 2222 to book the final inspection – Customer Service staff will advise which days inspections are carried out in your area.

1 SUBJECT LAND

Location details

Address
(Street No. and Name)

Town/Locality

Postcode

Lot Number

Section

DP

2 APPLICANT'S DETAILS (must be owner/s or person having direct benefit of the consent or Complying Development Certificate)

Applicant's (Owner/s) Name:

Registered address: *

Street or PO

Town/Locality

Postcode

Daytime contact details

Phone

Mobile

Email

3 TYPE OF CERTIFICATE SOUGHT

Interim Occupation Certificate

Final Occupation Certificate

4 REQUIRED ATTACHMENTS WHERE RELEVANT

- Waterproof Certificate for Wet Areas
- Glazing Certification
- Frame and Truss Detail/Certification
- Termite Protection Certificate (copy to Council, sticker installed in power meter box)
- BASIX Letter of Compliance
- Smoke Detector Certificate (Issued by Electrician)
- Final Fire Safety Certificate or Interim Fire Safety Certificate (where relevant)
- Works as executed Drainage Diagram

5 OWNER SIGNATURES

Owner's Name/s

Owners Address

Phone

Mobile

Email

Signature of owner(s)

(Owner's Signature to consent to lodgement of application)

Date

/ /

Date

/ /