



ASHBURTON DISTRICT COUNCIL

5 Baring Square West, Ashburton, New Zealand
e-mail info@adc.govt.nz Website www.ashburtondc.govt.nz

(BAM 015)

Version: 3

Date Issued: 19/08/2009

BC _____

Application for a Certificate for Public Use

(Only complete items that are applicable to your project)

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			
<input type="checkbox"/> All of the building			
<input type="checkbox"/> 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: <i>(if owner is not an individual)</i>	
Mailing/Billing Address: _____			
Street Address/Registered Office: _____			
E-mail Address:		Phone Day:	
Phone A'Hours:		Fax:	Cellphone:
THE AGENT			
<i>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.</i>			
Agent's Name:		Contact Person: <i>(if Agent is not an individual)</i>	
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:			
<input type="checkbox"/> Certificate of Title <input type="checkbox"/> Sale and Purchase Agreement			
<input type="checkbox"/> Plans showing the part of the premises described above.			
<input type="checkbox"/> 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.			
<input type="checkbox"/> Certificates, producer statements as listed below.			
<input type="checkbox"/> A management plan for the safety of people during ongoing work.			

KEY PERSONNEL

Name of Builder:		Registration Number:
Mailing Address:		
E-mail Address:		Phone Day:
Name of Craftsman Plumber:		Registration Number:
Mailing Address:		
E-mail Address:		Phone Day:
Name of Registered Drainlayer:		Registration Number:
Mailing Address:		
E-mail Address:		Phone Day:
Name of Craftsman Gasfitter:		Registration Number:
Mailing Address:		
E-mail Address:		Phone Day:
Name of Designer:		Registration Number:
Mailing Address:		
E-mail Address:		Phone Day:
Name of Engineer:		Registration Number:
Mailing Address:		
E-mail Address:		Phone Day:

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:

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

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		