



# APPLICATION FOR OCCUPANCY PERMIT

FORM 15, REGULATION 186(1), BUILDING ACT 1993, BUILDING REGULATIONS 2018

Council is collecting the information on this form so that it may consider your application in accordance with the provisions of the Building Act 1993. The information is only used by Council for this purpose and will not be disclosed unless required under law.

**TO**

**Municipal Building Surveyor**  
Chris van der Starre

**Class**  
Building Surveyor – Unlimited

**Registration No.**  
BS-U 44830

**FROM**

This appointment is made by the \*owner/\*agent of the owner of the property.

Name of Applicant: .....

\*ACN/\*ARBN: .....

Telephone: .....

Email .....

Contact Person (if applicant is not a natural person):  
.....

In accordance with \*section 42/\*section 54 of the **Building Act 1993**, I apply for an occupancy permit for the \*building/\*place of public entertainment at-

Number.....St/Rd .....City/Town/Suburb.....

Lot(s).....LP/PS.....Volume.....Folio.....

Crown Allotment..... Section.....Parish.....County.....

Municipal District.....

**Nature of Application**

- |                                    |                          |                                        |                          |
|------------------------------------|--------------------------|----------------------------------------|--------------------------|
| New building                       | <input type="checkbox"/> | Amendment to existing occupancy permit | <input type="checkbox"/> |
| Alteration to an existing building | <input type="checkbox"/> | Change of use of an existing building  | <input type="checkbox"/> |
| Place of Public Entertainment      | <input type="checkbox"/> | Other: <i>[give description]</i> ..... | <input type="checkbox"/> |

**Building Permit Details**

Permit No.....

**\*Building Practitioners and architects who were engaged in the building work**

Name.....Category/Class.....Registration No.....

Name.....Category/Class.....Registration No.....

Name.....Category/Class.....Registration No.....

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**Use applied for**

Part of building.....Proposed use.....BCA Class of building.....  
Part of building.....Proposed use.....BCA Class of building.....  
Part of building.....Proposed use.....BCA Class of building.....  
To conduct public entertainment

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**Certificates of compliance**

Copies of compliance certificates for plumbing work and electrical work are attached in accordance with regulation 186(2)(b).

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**\*Signature of owner**

Print name: .....

Date : .....

**\*Signature of agent of owner**

Print name: .....

Date : .....

\*Delete inapplicable

Tick applicable

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**LODGEMENT OPTIONS**

Payment is required prior to the issuing of any response to your application (refer to Building Fees). Lodgements and payment may be made using the following methods:

**In person** Lodgement of applications in person is available from 8.30am to 5.00pm Monday to Friday at our Civic Office at 25-53 Liebig St, Warrnambool.

**Mail** Applications can be mailed to:  
Municipal Building Surveyor  
Warrnambool City Council  
PO Box 198  
WARRNAMBOOL VIC 3280

**E-mail** Applications can be e-mailed to [building@warrnambool.vic.gov.au](mailto:building@warrnambool.vic.gov.au)