



BUILDING PERMIT CERTIFIED APPLICATION

Applicant Submission Checklist

Applications will not be accepted without submission of all documents listed in the checklist below and the payment of fees.



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		Applicant Use	Office Use
Forms And Fees			
1	Completed BA1 application form		
2	Builders name, address, registration number and signature		
3	Owner name(s), address and signatures <ul style="list-style-type: none"> Signatures NOT required for Class 1 and 10 buildings i.e. houses patios <i>Please note that if the owner of the property is listed as a company or business, the Form BA1 is to be signed in accordance with the Corporations Act 2001, and an ASIC search may be required to be provided with the application for verification</i>		
4	Certificate of design compliance and all documents referenced		
5	Value of total works (including GST)		
6	Building application fee and Building Services Levy (BSL) fee required		
7	Construction Training Fund (CTF) levy fee (for works over \$20,000)		
8	Home Indemnity Insurance Certificate (for works over \$20,000) Exemptions: Pools, carports, fences, pergolas, patios, sheds, retaining etc. and all owner builder applications		
9	Verge bond for applications apply to all works over \$20,000, including all below ground swimming pools and all demolition applications regardless of project cost. Exemptions: Light weight outbuildings, patio's, shop fitouts, signs, fences and public buildings.		
Plans			
10	A site and contour plan indicating set back to lot boundaries and a finished floor level - where required.		
11	A full set of floor plans		
12	A full set of elevations		
Planning Conditions			
13	Evidence must be provided demonstrating that all planning conditions have been met i.e. construction management plans, waste management plans, schedule of colours and landscaping plans and the like (please use the table on the rear of this page for notes).		
OFFICE USE ONLY:			
Application accepted by:		BP	-

APPLICANT NAME/COMPANY

APPLICANT SIGNATURE

Note: This checklist contains the minimum information required to submit a Certified Building Permit Application. The City of Bayswater may request further information as per the Building Act 2011.

Planning Condition notes