

Date Received	
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APPLICATION FOR CERTIFICATE FOR PUBLIC USE

Section 363A, Building Act 2004

PREMISES / PART OF PREMISES

Identify the building in which the premises or part of the premises are located and describe those premises or that part of the premises. If appropriate, provide plans or diagrams that clearly delineate the premises or part of the premises.

Street Address _____

Building name _____

Description of *(the premises / part of the premises) (*delete one throughout) for which this certificate is to be issued:

BUILDING WORK AFFECTING PREMISES / PART OF PREMISES

Building consent number(s) _____

Issued by: Nelson City Council

THE APPLICANT

(person who owns, occupies, or controls premises)

Applicants name _____

(include preferred form of address, eg. Mr Miss, Dr, if an individual)

Contact person _____

Applicants mailing address _____

Phone number Daytime _____

After hours _____

Mobile _____

Fax _____

Email address _____

The following evidence of the applicant's status as owner/occupier/person (*delete one throughout) in control is attached to this application:

- Copy of certificate of title
- Lease
- Agreement for sale and purchase
- Licence
- Property management agreement
- Other please state:
(documents must show full name of applicant)

AGENT

(only use if application is being made for and on behalf of owner, occupier, or person in control of premises)

Name of agent: _____

Contact person: _____

Agents mailing address _____

Phone number Daytime _____

After hours _____

Mobile _____

Fax _____

Email address _____

Relationship to owner/occupier/person in control of premises: *(state details of authorisation from the owner/occupier/person in control of premises to make the application on the person's behalf)*

Authorisation from owner attached

APPLICATION

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 in the following circumstances: *(describe purposes and circumstances)*

Members of the public can use the premises/part of the premises described above safely because: *(state reasons for statement, and include any precautions taken to protect the public, information on any specified systems in the premises or part of the premises, and the management of any special risks (eg, means of escape from fire) on site. Provide information in attachments, if necessary.*

The personnel who carried out the building work are as follows: *(if known, list names, addresses, phone numbers, and (where relevant) registration numbers.*

Duration of building project: Start date: _____ End date: _____

I request that you issue, under section 363A(2) of the Building Act 2004, a Certificate for Public Use for the premises or the part of the premises described above.

Signature _____

(owner/occupier/person in control of premises/agent on behalf of, and with the authority of

Name of person signing: _____

Date: _____

ATTACHMENTS

The following documents are attached to this application: *(tick appropriate boxes)*

- Evidence of applicant's status
- Plans and diagrams showing the premises or part of the premises described above
- Documentation relevant to the safety of the premises/part of the premises (eg, an engineer's report, certificates concerning specified systems)

OFFICE USE ONLY *(Conditions, expiry date etc)*