Updated 1 July 2022

**APPLICATION FOR A VARIATION OF BUILDING PERMIT No.**

**To MUNICIPAL BUILDING SURVEYOR/RELEVANT BUILDING SURVEYOR - Asanka Kodikara** (BS-U 17383)

**From Owner/Agent of Owner** (delete as applicable)

Postal address Post Code

Contact person Telephone

Email1 Fax

ACN / ARBN

**Lessee responsible for building work**

Indicate if a lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part

of the building leased by that lessee **Yes / No**

Contact Person:Telephone

**Property details**

Number Street/Road City/Suburb/Town

Lot/s LP/PS Volume Folio

Crown allotment Section Parish County

Municipal district

**Owner Builder** (if applicable)

I intend to carry out the work as an owner builder. **Yes / No**

Owner Builder certificate of consent no. (if applicable)

**Builder** (if not owner builder) Email1

Name Telephone

Postal address Post Code

ACN / ARBN

Building Practitioner Registration No.

**Natural Person for the service of directions, notices and orders** (if Builder is a body corporate)

Name Telephone

Postal address Post Code

**[If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable).]**

**Building practitioners and/or architect engaged to prepare documents for this permit**

[List any building practitioner or architect engaged to prepare documents forming part of the application for this permit.]

Name Category/Class Registration No.

Name Category/Class Registration No.

Name Category/Class Registration No.

Name Category/Class Registration No.

**Cost of variation $**

Description of Variation/s

**Signature**

Signature of Owner or Agent Date:

An administrative variation charge of **$215.00**(incl. GST) minimum applies to all minor building permit variations sought whereby a valid and current building permit exists. Additional fees will be applicable to applications that are not considered minor. **Please note**: A new building permit may be required where the variation does not form an integral part of the existing building permit in which case the appropriate form, fee and building permit levy for the work will apply.