

Application to Extend Time - Occupancy Permit or Building Approval Certificate

Building Act 2011, section 65
Building Regulations 2012, regulations 4 and 40

OFFICE USE ONLY

Application no

Section 65 of the *Building Act 2011* provides for a person to apply to extend the time in which the following can have effect:

- a) An occupancy permit that has been granted or modified to have effect for a limited period only; or
- b) A building approval certificate that has been granted to have effect for a limited period only.

A permit authority to which this application is made may extend the period in which the occupancy permit or modification or the building approval certificate has effect and may do so even though the application was made after the expiration of the period.

Permit authority

1. Property this application relates to

Property street address

Unit	Level	Street no	Lot no	Street name
Suburb				Postcode

Local government area (if different from permit authority)

2. Details of existing approval this application relates to

Existing approval type (please tick)

Occupancy Permit

Building Approval Certificate

Reference no

Expiry date

Day/Month/Year

3. Details of request for extension of time

Extension sought until

Day/Month/Year

Grounds for extension

(please attach additional pages if required)

4. Owner details

Owner's name 1			
Postal address	PO Box or street address	Suburb	Postcode
Email address			
Phone	Phone	Mobile	
Owner's signature*			Date
Owner's name 2			
Postal address	PO Box or street address	Suburb	Postcode
Email address			
Phone	Phone	Mobile	
Owner's signature*			Date

*If you are authorised to sign on behalf of the owner, please provide your legal authorisation.

5. Applicant details

Applicant's name			
Postal address	PO Box or street address	Suburb	Postcode
Email address			
Phone	Phone	Mobile	
Applicant's signature			Date

Please provide any additional information that may assist a permit authority in determining this application. For example, attach a copy of the existing permit if available, and provide any other background information.