

Authority to access building records

Building Regulations 15

If you are selling or making improvements to your property, you can view and obtain copies of information in the building records held by the Department of Lands, Planning and Environment.

Building files can be accessed by property owners or anyone with legal authority to view the documents. Records and documents will not be marked or removed from the file.

Fields marked with asterisk (*) are mandatory.							
Property details							
Unit no		Street no*		Street name*			
Town/Suburb*				Postcode		Lot (if known)	
Owner's full name*							
Is the owner a company or a business? (If yes, please complete the field below)							Yes/No
Company/business name							
Consent is given to:							
For the purpose of this authority, unless approved otherwise, an authorised agent is limited to solicitors, real estate agents, conveyancer, lending institution and others who have written authority from the owner or company director authorising such access. This authority is valid for a period of six (6) months from the approval date.							
Full name*				Phone*			
Business company				Email*			
Approved by							
Owner's Full name*				Phone*			
For company/business - position held					Email*		
Owner's signature*					Date*		
Find out if you need to provide additional authorisation on nt.gov.au ¹ .							

Further information

Darwin region files must be signed by the property owner and emailed to bas.files@nt.gov.au

For all other regions, contact your local office at:

Darwin - Energy House
Level 1 18-20 Cavenagh St
Darwin
Ph: 08 8999 6435

Katherine - Government Centre
1st Floor First St Katherine
Ph: 08 8973 8926
basfiles.katherine@nt.gov.au

Alice Springs & Tennant Creek
Green Well Building
50 Bath St Alice Springs
Ph: 08 8951 9200
basfiles.alicesprings@nt.gov.au

¹ <https://nt.gov.au/property/building-and-development/access-building-files/access-to-building-files>