

**APPLICATION FOR MEDIATION OR CONCILIATION**

*Building (Resolution of Residential Building Work Disputes) Regulations 2012* reg 11(1) Northern Territory of Australia - *Building Act*

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| --- | --- | --- | --- |
| **SECTION 1 - APPLICANT** | | | |
| **NAME of APPLICANT**  **If a company provide a**  **contact name** |  | | |
| **If the Applicant is the**  **builder – the builder’s registration number** |  | | |
| **DAY TIME PHONE**  **NUMBER** |  | **MOBILE PHONE NUMBER** |  |
| **FAX NUMBER** |  | **EMAIL ADDRESS** |  |
| **POSTAL ADDRESS** |  | | |
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| **SECTION 2 - RESPONDENT** | | | |
| **NAME of RESPONDENT**  **If a company provide a**  **contact name** |  | | |
| **If the Respondent is the**  **builder – the builder’s registration number** |  | | |
| **DAY TIME PHONE**  **NUMBER** |  | **MOBILE PHONE NUMBER** |  |
| **FAX NUMBER** |  | **EMAIL ADDRESS** |  |
| **POSTAL ADDRESS** |  | | |
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| **SECTION 3 - DETAILS OF PROPERTY** | | | |
| **LOT/PORTION NUMBER** |  | **LOCATION**  e.g. Town of  Darwin |  |
| **PROPERTY ADDRESS** |  | | |
|  | | |

# SECTION 4 - EVIDENCE OF DISPUTE

Provide copies of -

* any correspondence between you and the respondent;
* any copies of a certificate of Residential Building Cover (if applicable);
* evidence, e.g., photos, reports etc.

# SECTION 5 - DESCRIPTION OF WORK

**TYPEOFCONSTRUCTIONACTIVITY**

## New Extensions

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Renovations with an extension Renovations

Change of use Other

Building Permit Number

Please provide a brief description of the work and intended use

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### BUILDING CLASSIFICATION

**Class of Building** (BCA Part A3)

Class 1a (for example, a house, townhouse, duplex)

Class 2 (for example, units, flats)

Class 10 building (for example, a garage, carport, retaining wall)

### CONTRACT

Is the prescribed residential work being carried out under a building contract? ……………………… Yes/No

If yes**,** attach a copy of the contract (including any specifications, plans or variations) to the application, unless you are a subsequent owner.

If no, or if you are a subsequent owner, attach a copy of any relevant plans, specifications, diagrams, or other documents pertaining to the build.

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| --- | --- |
| **SECTION 6 - DESCRIPTION OF DISPUTE** | |
| **Concise description of dispute** |  |

*Building (Resolution of Residential Building Work Disputes) Regulations 2012 reg 11(1)*

**Date Approved 31 December 2012**

Page 3 of 4

# SECTION 7 - APPLICATION

I/we, …………………………………………….……………………………………………………………………. the Applicant(s) hereby :-

Apply to the Commissioner of Residential Building Disputes to facilitate mediation or conciliation in relation to a dispute about residential building work.

......................................

Applicant’s signature

......................................

Applicant’s name

.......................................

Date

......................................

2nd Applicant’s signature

......................................

2nd Applicant’s name

.......................................

Date

# SECTION 8 - LODGEMENT AND NOTIFICATION

The completed application and fee should be addressed to the Commissioner of Residential Building Disputes and:

**POSTED TO** OR **LODGED IN PERSON** Monday to Friday 8:00AM to 4:00PM

Commissioner of Residential Building Disputes 1st Floor, The Met Building, PO Box 40946 13 Scaturchio St

CASUARINA NT 0811 CASUARINA

Phone 8999 1999

Wesptpoint Complex

Cnr Railway and Stott Terraces ALICE SPRINGS

Phone 8999 1999 (Darwin)

**Notification to other party**: Pursuant to Regulation 12(4)(a) and 40 of the *Building (Resolution of Residential Building Work Disputes) Regulations* the Commissioner of Residential Building Disputes (Commissioner) **MUST** give a copy of this application to the Respondent as soon as practicable after the application has been accepted.

**PRIVACY**

The Commissioner of Residential Building Disputes complies with the Information Privacy Principles scheduled to the *Information Act.* To view the

Commissioner’s Privacy Statement please access [www.consumeraffairs.nt.gov.au](http://www.consumeraffairs.nt.gov.au/) or call 08 8999 1999.

*Building (Resolution of Residential Building Work Disputes) Regulations 2012 reg 11(1)*

**Date Approved 31 December 2012**

Page 4 of 4

**DARWIN**

1st Floor, The Met Building, 13 Scaturchio Street

PO Box 40946, Casuarina NT 0811

Tel: (08) 8999 1999 or 1800 019 319

Fax: (08) 8935 7738

**Web:** [**www.consumeraffairs.nt.gov.au**](http://www.consumeraffairs.nt.gov.au/)

**ALICE SPRINGS**

Westpoint Complex

Cnr Railway and Stott Terraces

PO Box 1745, Alice Springs, NT 0871 Tel: (08) 8924 7052 Fax: (08) 8951 5442

**Email:** [**consumer@nt.gov.au**](mailto:consumer@nt.gov.au)