Northern Territory of Australia

 *Building Act*

APPLICATION FOR CERTIFICATE OF EXEMPTION

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| **SECTION 1 APPLICANT**  |
| **Note:** This application *must* be made by the owner of the land to which the building work relates.  |
| **NAME of OWNER APPLYING****If a company provide a contact name** |  |
|  |
| **DAY TIME PHONE NUMBER** |  | **MOBILE PHONE NUMBER** |  |
|  |  |  |  |  |  |
| **FAX NUMBER** |  |  | **EMAIL ADDRESS** |  |
|  |  |  |  |  |  |
| **POSTAL ADDRESS** |  |

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| **SECTION 2 PROPERTY DETAILS** |

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| --- | --- | --- | --- |
| **LOT/PORTION****NUMBER** |  | **LOCATION** eg Town of Darwin |  |

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| --- | --- |
| **PROPERTY****ADDRESS** |  |

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| **REGISTERED** **OWNER/S** |  |

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| --- | --- |
| **BUILDING PERMIT NUMBER** |  |

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| **SECTION 3 REQUIRED CERTIFICATION** |

[ ]  Section 40 certificate

[ ]  Builders declaration

[ ]  Inspection certificate

[ ]  Roof truss certification

[ ]  Termite certification

[ ]  Plumbing certification

[ ]  Glazing certification

[ ]  Fire certification

[ ]  Wet area certification

[ ]  Other prescribed certification

(please specify)

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| **SECTION 4 PRESCRIBED EVENT**  |

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| --- | --- | --- | --- |
| Death | [ ]  | Ceased registration (only applicable to registered building practitioners) | [ ]  |
| Disappearance | [ ]  | Withheld certification (due to the bankruptcy or insolvency of a building practitioner)  | [ ]  |
| Incapacity | [ ]  | Terminated contract | [ ]  |
| Bankruptcy or insolvency (excludes owner-builders) | [ ]  | Certification has been destroyed or cannot be found | [ ]  |

Please provide details of the prescribed event including dates etc.

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| **SECTION 5 STEPS TAKEN TO OBTAIN CERTIFICATION**  |

What steps have you taken to obtain the required certification (include supporting information such as dates/times – please attach additional pages if necessary):

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| **SECTION 6 STAGE OF BUILDING WORK**  |

Please provide a description of the stage that the building work has reached to date. Please include supporting documentation to confirm your description, such as a staged inspection, photographs etc.

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| **SECTION 7 SUPPORTING DOCUMENTATION CHECKLIST** |

**Examples of relevant supporting documentation include, but are not limited to:-**

[ ]  Building permit/s

[ ]  Correspondence supporting your claim

[ ]  Photographs of building work

[ ]  Inspection certificates to date

[ ]  Report by certifier regarding work performed to date

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| **SECTION 8 DECLARATION** |

I hereby :-

* Apply for an exemption certificate pursuant to clause 3 of Schedule 4 of the *Building Act* for the required certification specified in section 3 of this form;
* Accept that failure to supply information required on this form or otherwise required for this application may delay processing of this application and/or result in refusal of the application.

Dated this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature – Applicant

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| **PRIVACY**  |
| The Director of Building Control is authorised under the Building Act to collect the information on this form or otherwise provided by you, to issue an exemption certificate. Any information you provide is on a voluntary basis but is needed to process your application. Some of the personal information provided by you on this application will be publicly available, as part of a Public Register. The information is regularly provided to other NT Government agencies, local government, Australian Valuation Office and Australian Bureau of Statistics. This information is used for conveyancing, local government, valuation,statistical, administrative and other purposes.This Department also sells or licences extracts of information to commercial organisations engaged in development and construction. If you wish your personal information to be excluded from these extracts please tick this box . [ ] Your personal information provided in this application and entered in the register can be accessed by you. The privacy statement for the Northern Territory Government is available via the internet at [www.nt.gov.au/ntg/disclaimer.shtml](http://www.nt.gov.au/ntg/disclaimer.shtml). If you have any queries please contact the Director of Building Advisory Services on 8999 8985. |