

Form 2A

Memorandum from Licensed Building Practitioner – Certificate of Design Work

Section 30C or 45, Building Act 2004

Please ensure all fields are completed in full. Licensed Building Practitioners (LBPs) must provide a certificate of design work for all aspects of restricted building work carried out or supervised by each LBP.

| The building | |
|--------------------|--|
| Full site address: | |

| Owner Information | | | |
|-------------------|--|---------------|--|
| Owner's name: | | Phone number: | |
| Address: | | | |
| Email address: | | | |

| Basis for providing this memorandum – I am providing this memorandum in my role as the: | |
|---|---|
| | Sole designer of all of the RBW design outlined in this memorandum – I carried out all of the RBW design work myself – no other person will be providing any additional memoranda for the project |
| | Lead designer who carried out some of the RBW design myself but also supervised other designers – this memorandum covers their RBW design work as well as mine, and no other person will be providing any additional memoranda for the project |
| | Lead designer for all but specific elements of RBW – this memorandum only covers the RBW design work that I carried out or supervised, and the other designers will provide their own memorandum relating to their specific RBW design |
| | Specialist designer who carried out specific elements of RBW design work as outlined in this memorandum – other designers will be providing a memorandum covering the remaining RBW design work |

| Record of work that is restricted building work | | | | |
|--|---|---|-------------|------------|
| Tick if the work is RBW | | Description of RBW (Including reference to plans and specifications) | Carried out | Supervised |
| Primary structure: B1 | | | | |
| | All RBW relating to B1 | | | |
| | Foundations and subfloor framing | | | |
| | Walls | | | |
| | Roof | | | |
| | Columns and beams | | | |
| | Bracing | | | |
| | Other | | | |
| External Moisture Management Systems – E2 | | | | |
| | All RBW relating to E2 | | | |
| | Damp proofing | | | |
| | Roof cladding or roof cladding system | | | |
| | Ventilation system <i>(e.g. subfloor cavity)</i> | | | |
| | Wall cladding or wall cladding system | | | |
| | Waterproofing | | | |
| | Other | | | |

Fire safety systems: C1-C6

Note: The design of fire safety systems is only restricted building work when it involves small-to-medium apartment buildings as defined by the Building (Definition of Restricted Building Work) Order 2011.

| | | | | |
|--|---|--|--|--|
| | Emergency warning system, evacuation and fire service operation systems, suppression or control systems | | | |
| | Other | | | |

Waivers and Modifications

Are waivers or modifications of the Building Code required?

Yes

No

Clause

(List relevant clause numbers of building code)

Waiver or modification required

(Specify nature of waiver or modification of building code required)

| | |
|--|--|
| | |
|--|--|

Issued by

| | | | |
|--|---------------------|-----------------------------|--|
| Name: | | Company: | |
| The practitioner is a: | LBP Designer | Registered Architect | Chartered Professional Engineer |
| LBP or registration number: | | Email: | |
| Phone number: | | Mobile number: | |
| Website: | | Fax number: | |
| Street address/registered office: | | | |
| Mailing address: <i>(If different from the above)</i> | | | |

Declaration

The information you have provided on this form is required so that the building consent it relates to can be processed under the Building Act 2004. Tasman District Council collates statistics relating to building work and has a statutory obligation to provide information to third parties. The information is stored on a public register, which must be supplied to whoever requests the information. Under the Privacy Act 2020, you have the right to see and correct personal information Tasman District Council hold about you.

In providing this information, you agree to your details being used for customer surveys carried out by Tasman District Council.

All the information contained in the application is, to the best of my knowledge, true and correct.

I have applied the skill and care reasonably required of a competent design professional in carrying out or supervising the Restricted Building Work (RBW) described in this form, and that based on this, I also state that the RBW:

- Complies with the building code, or
- Complies with the building code subject to any waiver or modification of the building code recorded on this form

Name:

Date:

Signature: