

Form 6

Application for Code Compliance Certificate

Section 92, Building Act 2004

Building Consent Information	
Building consent number:	
Site address:	
Issued by: (Name of building consent authority)	

Owner			
Name:			
Contact person:		Phone number:	
Email address:		Mobile number:	
Website:		Facsimile number:	
Street address/registered office:			
Mailing address: <i>(If different from the above)</i>			

Agent (if applicable)			
Name/Company:			
Contact Person:		Phone number:	
Email address:		Mobile number:	
Website:		Facsimile number:	
Street address/registered office:			
Mailing address: <i>(If different from the above)</i>			
Relationship to Owner: <i>(State details of authorisation from the owner to make the application on the owner's behalf)</i>			

First point of contact:	
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Application	
All building work to be carried out under the building consent specified on this form was completed on:	

Who completed the work?

The licensed building practitioner(s) who carried out or supervised the restricted building work is/are as follows:

Name:	Licensing class:	LBP or registration number:	Work carried out / supervised

Tradespeople who carried out building work, other than restricted building work are as follows:

Name:	Address:	Contact number:	Registration number: <i>(If applicable)</i>

Attachments

Evidence of ownership: (If ownership has changed during the building consent process, a copy of record of title, lease, agreement for sale and purchase, or other document showing full name of legal owner(s) of the building is required)	
Memorandum from licensed building practitioner(s) – Record of Work (for each type of building work completed)	
Certificates relating to energy works	
Other documents from personnel who carried out the work e.g. Producer statements, Gas certificates	
Evidence that specified systems are capable of performing to the performance standards set out in the building consent (if changed from the building consent)	
Current manufacturer’s certificate, if applicable	
<i>Refer to your building consent approval letter for a full list of documents required to support your Code Compliance Certificate application</i>	

Fees and Charges

By submitting this application, the applicant agrees to pay all reasonable costs associated with this application as outlined on our Building Assurance fees and charges listed on our website. If any steps, including the use of debt collectors and/or lawyers, are needed to recover unpaid processing costs, the applicant agrees to pay all collection costs.

Declaration

I understand that this application may only be made with the owner's approval, and I request that you issue a code compliance certificate for this work under section 95 of the Building Act 2004.

The Code Compliance Certificate should be sent to:

Owner (as listed above)

Agent (as listed above)

Other (please specify below)

Name:

Signature:

Date:

Contact details for Final Inspection:

Name:

**Contact
number:**

Email address:

Any additional comments: