

APPLICATION FOR CERTIFICATE OF PUBLIC USE



Building Act 2004, section 363A

Send or deliver your application to: : **Masterton District Council,**
PO Box 444, Masterton 5840.. 64 Chapel street, Masterton

For enquiries, phone (06) 370 6300.

Please provide two copies of all attachments.

When using the MS Word version, double clicking the field or check box will open a selection box.

Council use only:
 Application #
 Property ID

PART 1 – BUILDING WORK AFFECTING PREMISES / PART PREMISES

Building consent number to which this application relates

building consent Issued by Masterton District Council

Approved certificate to be

mailed collected hard copy electronic copy - please state desired format

The building (PROJECT LOCATION)

Building name *(if applicable)*

Building street address

Location of building within the site *(include nearest street access)*

Legal description of land where the building is located. If a subdivision of the land is proposed provide the lot numbers and consent number

Lot(s)	DP(s)
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Level/unit number to which application relates *(if applicable)*

The applicant (person who owns, occupies, or controls the premises)

Applicants name. If the applicant is a company or other organisation provide the company or organisation name and a contact person's name

Name:

Applicants mailing address

Street address/registered office

Applicants contact details

Landline	Mobile	After hours
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Fax	Email	Website
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Owners contact details (if owner is not the applicant)

Owners Name

Owners address

Agent (only required if application is being made on behalf of the owner or applicant)

Name of agent. If application is for a company, trust or other organisation provide a contact person's name

Name

Agent's mailing address

Street address/registered office

Agent's contact details

Landline:

Mobile:

After hours:

Fax:

Email:

Website:

Relationship to owner (state the details of the owner's authorisation if making this application on the owner's behalf)

PART 2 – APPLICATION

Description of premises/part of premises for which certificate is sought:

Identify the building in which the premises or part of the premises are located and describe those premises or that part of the premises. If appropriate, provide plans or diagrams that clearly delineate the premises or part of the premises.

Reasons for public use:

It is intended to permit members of the public to use the premises/part of the premises described above for the following purposes and in the following circumstances: *[describe purposes and circumstances]*

Public safety:

Members of the public can use the *premises/*part of the premises described above safely because: *[state reasons for statement, and include any precautions taken to protect the public, information on any specified systems in the premises or part of the premises, and the management of any special risks (eg, means of escape from fire) on site (provide information in attachments, if necessary)]*

The personnel who carry out the building work are as follows:

Builder / Heater installer	Business/name	
Address		
Registration/qualification	Mobile	Landline
Email	After hours phone	Fax
Other <i>(Attach additional page if required)</i>		
Role	Business/name	
Address		
Email	Registration/qualification	Landline
Mobile	After hours phone	Fax

Declaration

I confirm that no code compliance certificate has been issued for the building work.
 I request that you issue, under [section 363A\(2\)](#) of the Building Act 2004, a certificate for public use for the premises or the part of the premises described on this application.

Signed by the Applicant or owner	OR	Signed by the agent <i>(on behalf of, or with the authority from, the owner)</i>
Signature		Signature
Name		Name
Date		Date

Privacy information

The information you have provided on this form is required so that your building consent application can be processed under the Building Act 2004. The Council collates statistics relating to issued building consents and has a statutory obligation to forward these regularly to Statistics New Zealand. The Council stores the information on a public register, which must be supplied (as previously determined by the Ombudsman) to whoever requests the information. Under the Privacy Act 1993 you have the right to see and correct personal information the Council holds about you.

Attachments

The following documents are attached to this application:

<input type="checkbox"/>	Evidence of applicant's status
<input type="checkbox"/>	Plans and diagrams showing the premises or part of the premises described above
<input type="checkbox"/>	Documentation relevant to the safety of the *premises/*part of the premises (eg, an engineer's report, certificates concerning specified systems)