

NOTICE OF OWNER BUILDER (FORM 2C)

Section 87A, and 90D, Building Act 2004

PURPOSE OF THIS FORM

If you do not give your council/Building Consent Authority (BCA) the form with your consent application, you will need to provide them with a notice that you will carry out restricted building as an owner.

As an owner-builder, you will also need to give them notice if:

- there is a change in you carrying out the restricted building work
- you cease to carry out the restricted building work.

WHO CAN APPLY TO BE AN OWNER-BUILDER?

If you're a homeowner who qualifies for the exemption, you will not need to be or use a licensed building practitioner (LBP) for any restricted building work on your home. However, you will still need to apply for a building consent, and all work must still comply with the Building Code. Your Council/ BCA will inspect your work, and you are responsible for the quality of the work.

Any work you do will be listed as a do-it-yourself job on your Land Information Memorandum for any future buyers to see.

You may qualify as an owner-builder if you:

- live in or are going to live in the home (this includes a bach or holiday home)
- carry out the restricted building work to your own home yourself, or with the help of your unpaid friends and family members
- have not used the Owner-Builder Exemption to carry out restricted building work to any other house in the previous three years.

You cannot carry out all aspects of construction work, even with an Owner-Builder Exemption. This work includes:

- plumbing
- gas-fitting
- drain-laying
- electrical work.

HOW TO SUBMIT THIS NOTICE

If you have not already done so, you need to submit a Statutory Declaration as to Owner-Builder Status (Form 2B) before you can use the owner-builder exemption. Form 2B must be witnessed and signed by a Justice of the Peace, or someone else authorised to do so.

Check with the relevant Council/ BCA for more information on how to submit this notice.

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Official Use Only

1. PROPERTY INFORMATION

Building Consent Number	Issued by: <i>(name of building consent authority that granted building consent)</i>
Street address of the building <i>For structures that do not have a street address, state the nearest street intersection and the distance and direction from that it</i>	

2. OWNER

Owner	
Name of Owner: <i>Including title</i>	
Email:	
Mobile:	
Alternative Phone:	
Street address:	
Mailing Address: <i>If different from street address</i>	

Agent <i>if notification is being given on behalf of the owner</i>	
Name of Agent: <i>Including title</i>	
Contact person: <i>If the agent is not an individual</i>	
Relationship to owner:	
What authority has been granted to act?	
Email:	
Mobile:	
Alternative Phone:	
Street address:	
Mailing Address: <i>If different from street address</i>	

The first point of contact	<input type="checkbox"/> Agent	<input type="checkbox"/> Owner
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3. HAVE YOU ATTACHED ALL THE REQUIRED DOCUMENTS?

Please include the following document as part of your application:

- If the notice affects some, but not all of the restricted building work identified in the application for the building consent, please include details on a separate page.
- If not already submitted, a *Statutory Declaration as to Owner-Builder Status (Form 2B)*.

4. ACKNOWLEDGEMENTS

The Council/ Building Consent Authority 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 Councils and Territorial Authorities holds about you.

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

I _____ (*name*), of occupation _____ ,

residing at _____ (*address*),
 give notice under section 87A of the Building Act 2004 that:

- I intend to carry out restricted building work under the owner-builder exemption but did not include a statutory declaration to that effect with my application for a building consent, **or**
- There has been a change in the owner-builder carrying out the restricted building work. I intend to carry out restricted building work under the owner-builder exemption and attach a statutory declaration to that effect, **or**
- I have ceased to carry out some or all of the restricted building work under the owner-builder exemption.

The date the change is effective from:	
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Name:	
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Signature: <i>Digital signatures acceptable</i>	
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Date:	
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