



**essentialCERTIFIERS**

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## OCCUPATION CERTIFICATE APPLICATION FORM

Occupation Certificate: In accordance with Clause 149, Division 3 of the Environmental Planning and Assessment Regulations 2000

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### PART A – Identification of the Land

Lot No:                      Street No:                      DP No:

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Street:    Suburb:    Postcode:

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### PART B – Applicant Details (Person having Benefit of Development Consent) within the meaning and under the EP&A ACT 1979

Mr     Mrs     Miss     Other

Surname/s:

First Name/s:

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Company/Organisation:

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Full Address of Applicant:

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Phone:  
Fax:

Mobile:  
Email:

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Signature of the Applicant/s:

Date:

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### PART C – Billing Details

Billing Name:

ABN:

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Billing Address:

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## PART D – Description of Development

Describe the completed building works:

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Number of Stories:

Number of Structures:

Building Classification:

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Has development consent been granted for the development?

No

Yes

Consent Number:

Date of Determination:

Council Area:

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Has a Construction Certificate/Complying Development Certificate been granted for the development?

No

Yes

Construction Certificate/Complying Development Certificate Number:

Date certificate issued:

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## PART E – Application Type

If you want to occupy or use a new building that is only partially completed, or change the use of part of an existing building, you require an Interim Occupation Certificate. If you want to occupy or use a new building that has been completed, or change the whole use of an existing building, you require a Final Occupation Certificate.

Interim Occupation Certificate

Final Occupation Certificate

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## PART F – Information to be Attached to the Application

Please cross the appropriate boxes where relevant:

A copy of the Development Consent or Complying Development Certificate

A copy of the Construction certificate

A copy of the Final Fire Safety Certificate

A copy of the Interim Fire Safety Certificate

Any other certificate or document relied upon



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