

BUILDING UNIT

Section 93 Request for Code Compliance Certificate Extension

Under *The Building Act 2004, Section 93*

Please submit the Request for Code Compliance Certificate Extension by emailing to: ccc@wmk.govt.nz

BC No.: _____

1. The Building

Site address: *(Street/Road/Township)*

Legal description of the land where the building is located:

Lot:

DP:

Other:

2. The Owner - All details must be the legal owner's

Name of owner: *(include preferred form of address, e.g. Mr, Mrs, Ms, Miss, Dr, if an individual)*

Contact person: *(not required if the owner is an individual. Must have a New Zealand address)*

Mailing address:

Street address/Registered office: *(if different than above)*

Phone number:

Landline:

Mobile:

Daytime:

After hours:

Fax:

Email:

Website:

PLEASE NOTE - *If the ownership has changed since the application was made, new evidence of ownership will need to be provided (i.e. Record of Title).*

3. Agent - Only required when the application is being made on behalf of the owner

PLEASE NOTE - *Authorisation is required from the owner of the property.*

Name of agent:

Contact person: *(not required if the applicant is an individual)*

Mailing address:

Street address/Registered office: *(if different than above)*

3. Agent – Continued from previous page

Phone number:

Landline:

Mobile:

Daytime:

After hours:

Fax:

Email:

Website:

Relationship to owner: *(state details of the authorisation from the owner to make the application on the owner's behalf)*

PLEASE NOTE - *The Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application/building work.*

4. Code Compliance Certificate Extension Request

I request that you extend the Code Compliance Certificate expiry date in regard to the above property, as per Section 93 of the *Building Act 2004*. I agree to pay the associated fee for the extension of the Code Compliance Certificate.

Please provide a reason for the Code Compliance Certificate extension and the proposed timeframe of when building work is likely to be completed:

PLEASE NOTE - *The extension timeframe is determined by Council.*

Application authorisation

By entering your name in the box below you are giving your authority for this application to proceed.

Name:

Date:

I am the: Owner Agent on behalf of, and with the authority of the owner

Office use only

Further information required? Yes No

Date/time received:

Officer:

Date/time vetted/accepted:

Officer:

Important information

The owner (or applicant or agent with the authority of the owner) of a property may request an extension to the Code Compliance Certificate at the two year expiry date from when the building consent was granted and where no application for Code Compliance Certificate is made as per Section 93 of the *Building Act 2004*. The extension must be agreed between the owner and Council.

There will be an associated fee for the Code Compliance Certificate extension. Council will respond to this request with a confirmation including details of any fees to be paid.

All the relevant information on this form is required to be provided under the *Building Act 2004* and/or *Resource Management Act 1991* for the Building Unit to process your application. Under these Acts this information has to be made available to members of the public if requested. The information contained in this application may be made available to other units of the Council. You have the right to access the personal information held about you by the Council which can be readily retrieved. You can also request that the Council correct any personal information it holds about you.