

QPRC



Application for a Notice to Commence Building or Subdivision Work and Appointment of Principal Certifying Authority.

Information for the applicant

- This form may be used to apply for a notice to commence building or subdivision work and the appointment of Queanbeyan-Palerang Regional Council as the principal certifying authority. **Note:** if you are not appointing Queanbeyan-Palerang Regional Council as the principal certifying authority, please use the notice to commence provided by your certifier.
- Once completed, this application form should be submitted to Queanbeyan-Palerang Regional Council for determination at either one of the locations below:

By Hand

256 Crawford Street,
Queanbeyan, NSW 2620

10 Majara Street,
Bungendore, NSW 2621

144 Wallace Street,
Braidwood NSW 2622

Post

PO Box 90, Queanbeyan,
NSW, 2620

Email

council@qprc.nsw.gov.au

SECTION A. Appointment of Principal Certifying Authority

I as the owner of the property and person having the benefit of the development consent have pointed Queanbeyan-Palerang Regional Council as the Principal Certifying Authority (PCA) for the *building/subdivision* work described below. (Please circle the type of work)

Owner Name 1	Email	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Owner Name 2	Email	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Owners Signature/s

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Date

Please Note: If there are more than two owners on a property, please provide separate documentation indicating their names, email, phone and signature.

SECTION B. Details of the land where the building/subdivision work and/or use is to be carried out

Unit/Street no. <input type="text"/>	Street Name <input type="text"/>		
Locality <input type="text"/>	State <input type="text"/>	Postcode <input type="text"/>	
Lot <input type="text"/>	Section <input type="text"/>	Deposited Plan (DP) <input type="text"/>	

SECTION C. Details of development consent

Development application number

Date granted

OR

Complying development certificate number

Date issued

Where a construction certificate has been issued for the building/subdivision

Construction certificate number

Date issued

Date work is to commence

Briefly describe the development. For example, if a dwelling is proposed, include information such as the type of building (house, townhouse, villa, subdivision etc), the number of floors and the number of bedrooms.

Type of work proposed

Building

Subdivision

SECTION D. Details of the builder/civil contractor

Are you an owner builder (buildings only)?

No

Owner builder permit number

Yes - an owner builder permit is required.

Full name of licenced builder/civil contractor:

Address of licenced builder/civil contractor:

Builders/civil contractor telephone number:

Builders licence number:

Office use only

Owner Builder

Builders licence number

Long Service Levy Paid

S7.11/64

Inspection fees

Water meter form sent

Home owner warranty

PCA contract signed

PCA Subdivision
Inspection Fees Paid

Assessing officer

Date stamp