

Application for Strata Subdivision Certificate

Part 1 - Application and Site Details

Type of Certificate Sought

Strata subdivision certificate
Stratum subdivision certificate

Applicant

It is important that we are able to contact you if we need more information. Please give us as much detail as possible.

Note that a Building Contractor cannot be the applicant for a Construction Certificate or an Occupation Certificate

Surname (or Company):

Given Names (or ABN):

Email Address:

Address:

State:

Suburb:

Postcode:

Phone:

Fax:

Mobile:

Owner's Consent

Every owner of the land must sign this form. If the owner is a company, an authorised director must sign the form.

Surname (or Company):

Given Names (or ABN):

Email Address:

Address:

State:

Suburb:

Postcode:

Phone:

Fax:

Mobile:

As owner(s) of the land to which this application relates, I consent to this application. I also consent for SWP staff to enter the land to carry out inspections relating to this application.

Signed:

Date Signed:

Without the owner's consent, we will not accept the application. This is a very strict requirement for all applications. If you are signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (eg. Power of attorney, executor, trustee, company director, etc.)

Location of the Property

We need this to correctly identify the land.

Owner of the land / property:

Address:

State:

Suburb:

Postcode:

Real Property Description (eg: Lot / DP etc)

The real property description is mandatory, these details are shown on your rate notices, property deeds etc.

Part 2 - Work Description

Description of Work

Development Consent

Development Consent No:

Date of Determination:

Building Code of Australia Classification

BCA Classification:

Part 3 - Declaration

ALL THE DETAILS SOUGHT IN THE CHECKLIST MUST BE PROVIDED. THE COMPLETED CHECKLIST IN PART 4 MUST BE SUBMITTED WITH THIS APPLICATION. FAILURE TO PROVIDE THE REQUIRED DOCUMENTATION OF AN ACCEPTABLE STANDARD WILL RESULT IN YOUR APPLICATION BEING RETURNED.

Applicant's Declaration

If the applicant is a company or strata title body corporate, a director or authorised delegate must sign this declaration.

Enter your name if you are not the applicant:

In what capacity are you signing if you are not the applicant?

I apply for approval to carry out the development or works described in this application. I declare that all the information in the application and checklist is, to the best of my knowledge, true and correct.

I also understand that if the information is incomplete the application may be delayed or rejected or more information may be requested. I acknowledge that if the information provided is misleading any approval granted 'may be void'.

I authorise Steve Watson and Partners to appoint an appropriate replacement Principal Certifier for this project, being an accredited staff member or wholly owned accredited body corporate as identified on the certification fee proposal for the project and to subsequently change amongst those certifiers, at its discretion.

Signed:

Date Signed:

Part 4 - Checklist

Where relevant, have you provided / completed the following:

Yes Not Relevant

- Electronic copy of plans, elevations and sections
- Electronic copy of specifications
- List of any existing and proposed fire safety measures (Refer to the Fire Safety Schedule)
- Evidence of Home Building Act requirements satisfied
- Evidence that long Service Levy has been paid
- ABS schedule is completed
- Owner's consent
- Applicant's signature

Part 5 - Notes for Completing Application for a Strata Subdivision Certificate

The following information must accompany applications for a Strata Subdivision Certificate

1. Copy of subdivision plan accompanied by a certificate on the plan in the relevant form by a Registered Surveyor.
2. The Development Consent conditions together with stamped approved DA drawings are to be provided for our assessment of the development and record purposes.
3. A copy of an Occupation Certificate issued for the building for which a Strata Subdivision Certificate applies.
4. An identification survey prepared by a Registered Surveyor accompanied by a certificate, showing the building envelope in relation to all allotment boundaries.
5. A Section 73 Compliance Certificate under the Sydney Water Act 1994.