

ASSESSMENT OF EXEMPT BUILDING WORK (MUST BE LODGED AND ACCEPTED BY COUNCIL PRIOR TO COMMENCEMENT OF BUILDING WORK)

1st SCHEDULE OF NZ BUILDING ACT 2004

1. THE BUILDING	
Street address of building: _____	
Legal description of land where building is located:	Lot _____ DP _____
Building name: _____	Valuation No: _____
Location of building within site/block number: [Include nearest street access] _____	

2. OWNER	3. AGENT [Only required if application is being made on behalf of the owner]
Name of Owner: _____	Name of Agent: _____
Contact person: _____	Contact person: _____
Mailing address: _____	Mailing address: _____
Street address/registered office: _____	Street address/registered office: _____
Phone No: _____ Landline: _____	Phone No: _____ Landline: _____
Mobile: _____ Daytime: _____	Mobile: _____ Daytime: _____
After hours: _____ Facsimile: _____	After hours: _____ Facsimile: _____
Email: _____	Email: _____

4. FIRST POINT OF CONTACT
FIRST POINT OF CONTACT for communications with the Council / Building Consent Authority: <input type="checkbox"/> Owner <input type="checkbox"/> Agent
Owner's signature is required when authorising agent to act on owner's behalf or alternately provide authorisation letter.
I, _____ as the owner of the above property, authorise _____ to act as my agent.
Signature _____ Date _____

5. NOTIFICATION
I acknowledge that ALL building work must comply with the New Zealand Building Code, the Resource Management Act, and the Kawerau District Council District Plan. I also understand that Council will have no liability as the building work is exempt and will not be checked for compliance or inspected by Council.
I request that this assessment record be placed onto the associated property file.
Signature of: _____ Name: _____
Date: _____

6. DESCRIPTION OF BUILDING WORK

Description of the building work: **(Must include item number from 1st Schedule being relied on for each piece of work e.g. item 10)**

Date of work undertaken, proposed to be undertaken: _____

Personnel who will carry out the building work: *[list names, addresses, phone numbers, and registration numbers]*

Two sets of the following plans and / or elevations are attached to this notification to exempt building work: ***[NB: Construction details not to be***

OFFICE USE ONLY

Kawerau District Council has assessed this building work to be exempt from requiring a Building Consent under the 1st Schedule
New Zealand Building Act 2004; Item/(s) _____

OFFICE USE ONLY - APPROVAL

LODGEMENT: \$ _____ DATE PAID: _____

APPROVED/DECLINED BY: _____ SIGNATURE: _____ DATE: _____

- Notification been forwarded to any other relevant departments within Council YES / NO
- Exemption letter generated YES / NO
- All information sent to be placed on to the property file YES / NO