

# APPLICATION FOR OWNER BUILDER REGISTRATION

Form **40**  
Regulation 52

## SECTION 1 - APPLICANT'S PERSONAL DETAILS

Please complete personal details for ALL TITLEHOLDERS of the property where the building works will be undertaken. A company can NOT apply for owner builder registration. If there are more than 2 owners please photocopy this page and attach to the application.

### Applicant 1 (the person who has successfully completed the prescribed courses)

Title & Full Name (e.g. Mrs Dora Jane Smith)			
Former Name(s) (e.g. Maiden Name)			
Date of Birth			
Daytime Phone		Mobile Phone	
Email			
Residential Address (NOT PO Box)			

### Applicant 2

Title & Full Name (e.g. Mrs Dora Jane Smith)			
Former Name(s) (e.g. Maiden Name)			
Date of Birth			
Daytime Phone		Mobile Phone	
Email			
Residential Address (NOT PO Box)			

## SECTION 2 - DETAILS OF THE PROPERTY

Address			
Municipality (Local Council)			
Certificate of Title No.	Volume:	Folio:	

**SECTION 3 - DETAILS OF PROPOSED BUILDING WORK**

Please provide SPECIFIC details of the proposed building work:

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What is the main intended use of the building? (e.g. dwelling, unit, guest house, office, etc.)

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<b>SECTION 4 – TO BE COMPLETED BY YOUR BUILDING SURVEYOR</b>			
Name of Accredited Building Surveyor			
Accreditation No.			
Business Name	Protek Building Surveying Services Pty Ltd		
Business Phone	03 6332 3700	Mobile Phone	
Email Address	<a href="mailto:enquiries@protekco.com.au">enquiries@protekco.com.au</a>		
Business Address	10 Goodman Court, Invermay 7248		
Building Surveyor's Project Ref. No.		BCA Classification	BSL
<b>Estimated market value of the building work</b> calculated from current construction cost data for buildings (includes the costs of all labour, materials and GST as if the project were to be constructed by an accredited builder).			
\$	Building Surveyor's signature		
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**SECTION 5 - PREVIOUS WORK AS AN OWNER BUILDER**

Has any applicant performed work as a registered owner builder since 1 July 2004? Yes/ No

If Yes – give details of the address, date and type of building work

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## SECTION 6 - DECLARATION BY APPLICANTS

This declaration must be made by all titleholders of the property. If there are more than 2 owners please photocopy this page and attach to the application.

I declare that I am intending to be an owner builder as defined in the *Building Act 2000* and understand the following: –

1. Applicant 1\* has successfully completed:
  - (a) an approved Owner Builder Responsibilities Course and has attached a copy of the results or certificates of completion issued less than 12 months ago;\* and
  - (b) the Construction Industry OHS Induction Course (“White Card”)

*\*If land is owned jointly, only one applicant for owner builder registration is to complete both required owner builder courses.*
2. I am aware of the obligations, risks and responsibilities as the owner builder under the *Building Act 2000*, the *Building Regulations 2014* and the *Plumbing Regulations 2014*;
3. I am the relevant person in control of a business or an undertaking for the purposes of the *Work Health and Safety Act 2012* ;
4. I am responsible for the quality of work and may be liable to subsequent owners for defective building work up to ten years after completion or an occupancy permit has been issued;
5. The information provided by me is complete, accurate and true. It is a serious offence to give false or misleading information, or to omit any matter, knowing that without that matter the information given is false or misleading.

Declared on the ..... day of ..... 201.....

.....  
Signature of Owner

.....  
Signature of Owner

.....  
Print Name

.....  
Print Name

Note - all titleholders of the land must provide their full name, date of birth and contact details on this application and sign. If more than two joint land owners are named on the title please photocopy the additional pages required from a blank application, to complete and attach for the other applicants.

### **Applicants to complete and sign this form to provide to your building surveyor. Attachments to be provided with the application form are:**

- Proof of completed Owner Builder Responsibilities Course and Construction Industry OHS Induction; and
- if applicable, a copy of the contract of sale (only if the applicants are purchasing the property and don't currently hold title).

### **The building surveyor is to complete details on page 2 and sign, then forward the completed form to:**

The Director of Building Control, PO Box 56, Rosny Park, 7018. Fax 6233 8338 or scan and email to [wstinfo@justice.tas.gov.au](mailto:wstinfo@justice.tas.gov.au)

#### **Personal Information Protection Statement**

The Director of Building Control and Workplace Standards Tasmania (WST) will collect personal information from you for the purpose of processing this application. You are required to provide this information by the *Building Act 2000* and the *Building Regulations 2004*. Failure to provide this information may result in your application not being processed. Your personal information will be used for the primary purpose for which it is collected and may be disclosed to other authorised organisations. Your personal information may be disclosed to contractors or agents of WST and your local council, law enforcement agencies, courts and other public sector bodies or organisations authorised to collect it. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to WST. You may be charged a fee for this service.