

APPOINTMENT OF PRINCIPAL CERTIFYING AUTHORITY AND NOTICE TO COMMENCE BUILDING WORK

IDENTIFY THE LAND YOU PROPOSE TO DEVELOP

Unit no.	Street Name:
Street no. 22	Kingfisher lane
Suburb: Warriewood	State: NSW Postcode:
Lot no. 21	DP/MPS no. N0708/03
Description of proposed building work: Single dwelling	
Proposed date to commence building work: When CC approval is received.	

BUILDER INFORMATION

Will you be using a licensed builder ?	☒ Yes - complete Section A only	☐ No - complete Section B only
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Section A - complete if you are using a licensed builder

Name of principal contractor	Domcaine Homes (NSW) Pty Ltd	
Builder License Number	91387C	
Builder Telephone Number	88516700	
Builder Address	Po Box 7145 Baulkham Hill Business Centre 2153	
1. Is the cost of building work over \$12,000 ?	☒ Yes - go to question 2.	☐ No - insurance not required. Section A completed.
2. Is the work you are carrying out commercial, industrial or high rise residential ?	☐ Yes - insurance not required. Section A completed.	☒ No - go to question 3.
3. Provide Home Owners Warranty insurance details	Write insurer details below:	Send us a copy of your insurance certificate. Section A completed.

Section B - complete if you are not using a licensed builder

1. Are you an owner-builder?	☐ Yes - Go to question 2.	☐ No - Go to question 3.
2. Is the work you are carrying out more than \$5,000 (incl materials & labour) ?	☐ Yes - Go to question 3.	☐ No - you do not require a permit. Section B completed.
3. Is the work you are carrying out commercial or industrial development?	☐ Yes - you do not require a permit. Section B completed.	☐ No - Go to question 4.
4. Provide owner-builder permit details	Permit No.	Send us a copy of your permit. Section B completed.

DETAILS OF OWNER/S (all owners must sign)

Full Name of Owner 1/ Owner Builder	Print John V Sidoti, Clarence Residential Communities
Full Name of Owner 2	Print
Postal Address of Owner 1	Level 15, N° 56 P.H street Sydney 2000
Postal Address of Owner 2 if different	

Owner 1 signature	Owner 2 signature
X	X
Dated:	Dated:

You may attach a separate page if there are more than 2 owners.

CRITICAL STAGE INSPECTIONS (TO COMPLETED BY PCA ONLY)

The owner or the principal contractor must contact our office at least 48 hours prior to the following stages as indicated below.

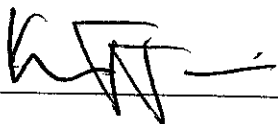
BCA Class of Building	PCA to tick if relevant	Critical stages
☒ Class 1 ☐ Class 10	☒ ☒ ☒ ☒ ☒ ☒ ☒	1. Commencement of building work 2. Prior to placement of footings after excavation 3. Prior to pouring reinforced concrete building element 4. Prior to covering any stormwater drainage connections 5. Prior to covering floor, wall and roof framework 6. Prior to covering waterproofing of any wet areas 7. Completion of building work
☐ Class 2 ☐ Class 3 ☐ Class 4	☐ ☐ ☐ ☐	1. Commencement of building work 2. Prior to covering any stormwater drainage connections 3. Prior to covering waterproofing for min 10% of wet areas 4. Completion of building work
☐ Class 5 ☐ Class 6 ☐ Class 7 ☐ Class 8 ☐ Class 9	☐ ☐ ☐ ☐ ☐	1. Commencement of building work 2. Prior to covering any stormwater drainage connections 3. Completion of building work

PCA to state any other inspections which are required:

☐	☐
☐	☐

DETAILS OF PCA (OFFICE USE ONLY)

DA No: NO708/03	Date of DA consent: 24.10.03
CC No: 04 / 3726	Date of CC issue: 21.5.04
CDC No:	Date CDC issue:
Earliest date building work can commence	25.5.04
Name of PCA	Kieran Tobin
PCA Accreditation No	44
Address of PCA	34/7 Carrington Rd, Castle Hill NSW 2154
PCA Telephone No	02 9899 2506
Accreditation Body	PlanningNSW - 20 Lee St, Sydney NSW 2000

Signature of PCA	Date
X 	21.5.04

Privacy Policy - The information you provide in this form will enable your application to be assessed by the certifying authority under the Environmental Planning and Assessment Act 1979. If the information is not provided, your application may not be accepted. The application can potentially be viewed by members of the public. Please contact Essential Certifiers Castle Hill if the information you have provided in your application is incorrect or requires modification.



Land Owner/s Form

This form contains:

- PCA Service Agreement
- Owners Consent
- Appointment of Principal Certifying Authority (PCA)
- Notice to Commence Building Work

An important note to the owner/s

- All land owners must sign this form
- It is the owners responsibility to make the necessary arrangements for the principal contractor (builder) to contact us for all "critical stage inspections" (see back page of this form for details)
- An occupation certificate is mandatory prior to the occupation or use of a new building. Fines may apply for non-compliance.
- An occupation certificate cannot be issued unless all "critical stage inspections" have been carried out by a certifying authority (PCA, Accredited Certifier or Council)

R Moy & Associates Pty Ltd
ABN 23 100 924 605
Trading as
Essential Certifiers Castle Hill

PO Box 6160
Baulkham Hills BC 2153

Tel. 02 9899 2506
Fax. 02 9659 1633

Email: enquiry@ecch.com.au
Website: www.ecch.com.au

PCA SERVICE AGREEMENT

Scope of services

Private certification is subject to specific statutory requirements for both the PCA and its appointee. The provision of services is limited to those works described by you on this form which is to be formally lodged with Essential Certifiers Castle Hill in accordance with the Environmental Planning & Assessment Act 1979, Regulations and Amendments. The PCA is required by legislation to be satisfied of certain prescribed matters and is required to enforce these requirements where non-compliance arises.

Terms & conditions of appointment of PCA

Essential Certifiers Castle Hill will only accept the appointment of one of its staff as the PCA for proposed building works as stated on this form where:

1. All information stated on this form, plan, certificate or document submitted in relation to the proposed building work is correct and accurate in its entirety,
2. Building work has not commenced at the time of signing this form,
3. Details of the principal contractor and the required insurance under the Home Building Act 1989, or details of the owner-builder and any permits required under the Act have been supplied to our office in writing, whichever the relevant,
4. Building work will not commence until you have been advised of the PCA and a valid Construction Certificate or Complying Development Certificate has been issued,
5. You must contact the PCA at the "critical stage inspections" or make arrangements for the principal contractor to do this on your behalf, as advised by the PCA, during the construction phase of the project by providing at least 48 hours written notice,
6. Building works are to be carried out in accordance with the current development consent and building approval, or you must inform the PCA in writing where you intend to depart from the current development consent as soon as the intention arises,
7. You acknowledge the PCA and Essential Certifiers Castle Hill will not be liable for any damages or losses suffered by any other party as a result of carrying out its duties or responsibilities as a PCA under the legislation,
8. You acknowledge that an occupation certificate is mandatory and cannot be issued unless all critical stage inspections have been successfully carried out by the PCA or another certifying authority. Fines may apply to an occupier of a new building without an occupation certificate.

Prior to the appointment of PCA

You must ensure that you have filled in this form correctly and entirely (except where it states "Office use only"). The form must be signed by ALL land owners of the site where building work is proposed. You must also arrange for the relevant information as stated in condition number 3 in the Terms & Conditions to be forwarded to our office.

After appointment of PCA

A Construction Certificate or Complying Development Certificate may be issued to the "Applicant" as stated on the "Construction / Complying Development Certificate Application Form".

During Construction Phase

It is your responsibility as the appointee of the PCA to contact or arrange contact with the PCA at the critical stage inspections, or any other inspection stage as specified in this agreement (refer to last page for details). Failure to do so may result in the inability of the PCA to issue an occupation certificate. The legislation provides that the PCA must be given at least 48 hours notice to carry out the inspection.

Finalisation of Building Work

The PCA can issue an occupation certificate where he/she is satisfied as to certain prescribed matters. Where an occupation certificate cannot be issued, the applicant will be notified and advised as to the action required to enable issue of occupation certificate.

Enforcement

The legislation requires the PCA to enforce compliance with the current development consent and building approval. Where non-compliance is not rectified within a reasonable time the PCA may issue a Notice of Intention To Serve an Order of which the Local Council will be advised. Council has the discretion to take or not take action in the capacity of the consent authority.

Fees for services rendered

The applicant for the Construction Certificate or Complying Development Certificate will be advised of our fees for services rendered by way of written quote or long term service arrangement. The applicant will be liable for these costs unless otherwise specifically stated on the CC/CDC application form.

OWNERS CONSENT

As the owner/s of the land specified in the "Identify the land you propose to develop" section of this form, I/we hereby consent to the following:

1. I/we authorise an application to Essential Certifiers Castle Hill for a construction certificate or a complying development certificate (whichever the relevant) and occupation certificate by the principal contractor nominated on this form,
2. I/we authorise the appointment of an Essential Certifiers Castle Hill qualified staff member as the Principal Certifying Authority (PCA),
3. I/we authorise the right of entry for any certifying authority arranged by Essential Certifiers Castle Hill to carry out inspections required by the PCA under this agreement.