# CERTIFICATE OF OCCUPANCY

## *Planning, Development and Infrastructure Act 2016*

This form is an approved form for the purposes of issuing a certificate of occupancy under regulation 103E(4) of the Planning, Development and Infrastructure (General) Regulations 2017.

This Certificate of Occupancy is issued for the building described below:

|  |
| --- |
| Description of building: Click here to enter text. |
| Address of building: Click here to enter text. |
| Date of development authorisation: Click here to enter text. Development number: Click here to enter text. |
| Date of previous certificate of occupancy issued *(if relevant)*: Click here to enter text. |
| Date the previous Certificate of Occupancy was revoked *(if relevant)*: Click here to enter text. |
| Building classification: Click here to enter text. |
| Maximum number of building occupants: Click here to enter text. |

*Before signing and issuing a Certificate of Occupancy, the following checklist must be completed:*

|  |
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| **The following legislative requirements have been met** *(tick the relevant boxes)*: |
| [ ]  A duly completed Statement of Compliance for the completed building work has been received |
| Part A of the Statement was signed by Click here to enter text. who is: |
| [ ]  a licensed building work contractor; or |
| [ ]  registered building work supervisor; or |
| [ ]  a building certifier. |
| Part B of the Statement was signed by Click here to enter text. who is: |
| [ ]  The owner; or |
| [ ]  The owner’s agent.*Note if multiple Statements of Compliance have been prepared then all statements must be correctly completed.* |
| [ ]  ESP compliance certificates required under regulation 94(7) have been received *(if relevant)* |
| [ ]  All certificates, reports or other documentation listed in the decision notification to be provided to the relevant authority with this Statement have been received (*as per regulation 57(8)(c)*) |
| [ ]  Evidence has been received to show that any conditions applied to the approved development have been satisfied *(if relevant)* |
| [ ]  Where relevant, evidence has been received to show that upgrading work to an existing building envisaged by the building consent either: |
| [ ]  complies with any relevant building standard; or |
| [ ]  is suitable for occupation. |
| [ ]  Non-conformances or issues identified during construction through council inspection have been rectified or satisfactorily addressed *(if relevant)* |
| [ ]  Where relevant, a report has been received from the fire authority confirming that: |
| [ ]  a booster assembly has been installed and is operating satisfactorily *(tick box if relevant)*; |
| [ ]  a fire alarm system that transmits a signal to a fire station or an approved monitoring service has been installed and is operating satisfactorily *(tick box if relevant)*; |
| [ ]  all required facilities for fire detection, fire-fighting or the control of smoke have been installed and are operating satisfactorily *(tick box if relevant);* or |
| [ ]  A report was not received by the fire authority within 15 business days of a request being made so it has been assumed that the fire authority did not desire to make a report. |

The following performance solutions, conditions and/or limitations relate to this building:

*Detail must be provide on what performance solutions have been used and for what purpose in the table below.*

|  |  |
| --- | --- |
| **Applicable performance solutions and/or variances with the Building Rules:** | **Limitations or conditions that apply to the occupation or use of the building**  |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |

**Subject to any conditions/limitations listed above, the building described above is certified suitable for occupation.**

Signed: Date:

[ ]  *If being lodged electronically please tick to indicate agreement to this declaration.*

Print name of relevant authority: Click here to enter text.

Contact details (phone number and email): Click here to enter text.

*This certificate does not constitute a certificate of compliance with the Building Rules.*

***A building must not be occupied until a Certificate of Occupancy has been completed and signed and a copy has been provided to the building owner. A copy must also be provided to the council.***

***Provision of the Certificate to the owner and council may occur via the SA planning portal.***

*Maximum penalty for occupancy without a certificate: $10,000*