

# Notice of Commencement of Work & Appointment of Principal Certifier



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Form 7

Date work is to commence

____/____/____
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This form must be completed and lodged with Council at least 2 working days before the commencement of work.

## Applicant Details

Ms/Mr/Mrs/ Other (please circle)	Given Name(s)		Surname	
Street Address				
Mailing Address (if different)				
Daytime Telephone No. (Home/Work)		Mobile No.		
Email Address		Fax No. (Home/Work)		

## Property Details

Lot No(s)		Section		DP/SP Number	
Unit No.		Street No.		Street	
Suburb					Postcode
Owners Name					

## Development Details

Please describe the proposed development (Tell us exactly what you propose to do eg. Construct new house, pool, fence, landscaping).

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## Please provide the application details

DA No. or Complying Development Certificate		Date	____/____/____
Construction Certificate No.		Date	____/____/____

### Privacy Statement

The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation. Refer also to the Privacy Statement on Council's website.

### Postal address

PO Box 21, Rockdale NSW 2216  
ABN 80 690 785 443

### Bayside Customer Service Centres

Rockdale Library, 444-446 Princes Highway, Rockdale  
Westfield Eastgardens, 152 Bunnerong Road, Eastgardens

E [council@bayside.nsw.gov.au](mailto:council@bayside.nsw.gov.au)

W [www.bayside.nsw.gov.au](http://www.bayside.nsw.gov.au)

T 1300 581 299 | 02 9562 1666

Telephone Interpreter Services: 131 450

Τηλεφωνικές Υπηρεσίες Διερμηνέων

بخدمة الترجمة الهاتفية

電話傳譯服務處

Служба за преведување по телефон

### Steps taken by the Applicant

<input type="checkbox"/>	I have met all the conditions in the Development Consent or the <i>Comply</i> Development Certificate required to be satisfied before I can begin work. (Conditions may include, but is not limited to, payment of bonds, Section 7.11 endorsement of designs or stormwater, requests for further information)
<input type="checkbox"/>	I have appointed a Principal Certifier. Details are as follows:

### Principal Certifier Details

Name)			
ACN (if corporate entity)			
Street Address			
Mailing Address (if different)			
Daytime Telephone No. (Home/Work)		Mobile No.	
Email Address		Fax No. (Home/Work)	
Accreditation Body			
Accreditation Number			

### Details of Work

1. Are you going to build a house or other dwelling or alter or add to a dwelling	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No:
2. Are you an owner/builder?	
<input type="checkbox"/>	Yes? Please state owner builder permit number
<input type="checkbox"/>	No: (Please complete 3 below)
3. Will the work be carried out by someone who is licensed to do so?	
<input type="checkbox"/>	Yes? – Please fill out the Builder Details below)
<input type="checkbox"/>	No: (Please answer the following question)
Have you attached to this notice a declaration (signed by each owner of the land) that the reasonable market cost of the labour and material to be used is less than \$3000?	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

### Applicant Details

Name			
Daytime Telephone No. (Home/Work)		Mobile No.	
Email Address			
Licence Number			
Have you attached to this notice, evidence that the licenced person is insured to carry out this type of work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

### Principal Certifier Declaration

As the principal certifier, I acknowledge that I have seen evidence that the builder is licensed and insured, or that I have seen evidence that the building works are to be undertaken by a person with an owner/builder permit.  
I acknowledge that I have been appointed by the applicant to carry out the role of Principal Certifier for the development.

Certifier's Signature		Date	___ / ___ / ____
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### Applicant Declaration

Applicant Signature		Date	___ / ___ / ____
Name (if not applicant)			
Capacity (if not applicant)			

### Home Building Act 1989 – Residential Work only

Principal certifying authority has been advised of the requirements of Clause 78(c) of the Act	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Owner's Signature		Date	___ / ___ / ____

#### Note:

#### Home Building Act 1989 Requirements - Residential Work Only

Home Building Act 1989 requirements in case of building work that involves residential building work (within the meaning of the Home Building Act 1989) attach the following:

- a In the case of work by a licence under that Act
  - i A statement detailing the licensee's name and contractor licence number, and
  - ii Documentary evidence that the licensee has complied with the applicable requirements of that Act\*, or
- b In the case of work done by another person
  - i A statement detailing the persons name and owner-building permit number, or
  - ii A declaration signed by the owner of the land, to the effect that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of 'owner-builder work' in Section 29 of the Act.

\* A certificate purporting to be issued by an approved insurer under Part 6 of the Home Building Act 1989 to the effect that a person is the holder of an insurance contract issued for the purpose of that Part is sufficient evidence that the person has complied with the requirements of that Part.