



Project Information Memorandum and / or Building Consent Application (BAM 002)

Project No. _____

(Only complete items within the shaded panels that are applicable to your project)

APPLICATION

I request that you issue a: Project Information Memorandum only(PIM)
 Building Consent only (for existing PIM No : _____ attach copy)
 Building Consent (including Project Information Memorandum).

THE BUILDING

Street Address: (or Rapid Number if applicable)	Number of Levels:	Level/Unit No:
Legal Description :	Total Floor Area: (all floors included) Existing _____ m ² Add _____ m ²	
Valuation Roll Number:	Current lawfully established use:	
Building Name (if applicable)	Approximate year building was first constructed:	

THE PROJECT

<p>Description of Building Work: _____ (eg dwelling, commercial, farm shed, garage etc)</p> <p>Will the building work result in a change of use of the building? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>(Refer to Building (Specified Systems, Change of Use, and Earthquake-prone Buildings) Regulations 2005 if in doubt)</i></p> <p>If "Yes", provide details of the new intended use _____</p>	<p>Intended life of the building:</p> <p><input type="checkbox"/> Indefinite but not less than 50 years <input type="checkbox"/> or Specified as _____ years</p> <p>List Building Consents previously issued for this building (if any): (ie, is this project being constructed in stages?, Is this consent for a relocated or transportable building?) _____</p> <p>Estimated Value (inc GST) \$ _____ (ie, the estimated aggregate of the values of all goods and services)</p>
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THE OWNER

AGENT – APPLICANT

Owner's Name:	Agent's Name:
Contact Person: <small>(if owner is not an individual)</small>	Contact Person:
Mailing Address:	Mailing/Billing Address:
Postcode:	Postcode:
Street Address/Registered Office:	Street Address/Registered Office:
Mobile Phone:	Mobile Phone:
Phone:	Phone:
Fax Number:	Fax Number:
E-mail Address:	E-mail Address:
<p>Evidence of ownership attached to this application:</p> <p><input type="checkbox"/> Certificate of Title</p> <p><input type="checkbox"/> Sale and Purchase Agreement (only if new purchase)</p>	<p>Note - The Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application / Building Work and will receive all correspondence including all invoices.</p>

REQUIRED ATTACHMENTS

Complete and attach **ONE** of the following checklists, and provide a **minimum of 2 COPIES of all the** information, and plans requested on that checklist:

- Form 002-T Temporary work Form 002-R Residential work Form 002-I Commercial/Industrial work

Application Fee (Deposit)

- Application Fee of \$ _____ (refer to cover sheet for appropriate fees)

KEY PERSONNEL**Name of Builder:**

Postal Address:

Phone Number:

E-mail Address:

Registration Number:

Name of Craftsman Plumber:

Postal Address:

Phone Number:

E-mail Address:

Registration Number:

Name of Craftsman Gasfitter:

Postal Address:

Phone Number:

E-Mail Address:

Registration Number:

Name of Registered Drainlayer:

Postal Address:

Phone Number:

E-mail Address:

Registration Number:

Name of Designer:

Postal Address:

Phone Number:

E-mail Address:

Registration Number:

Name of Engineer:

Postal Address:

Phone Number:

E-mail Address:

Registration Number:

SIGNATURE

Signed by or for and on behalf of the Owner: _____

 Owner Agent

Date: _____

Note: If acting "for and on behalf", please read the following declaration before signing:

"I hereby declare that I am authorised to act as Agent of the Owner".

Notes by applicant: (Other notes or comments which you as the applicant may wish to add)
