

# START- WORK NOTIFICATION AND AUTHORISATION – BUILDING WORK

Section 99  
Regulation 29

To:  Building Surveyor  
 Address  
 Suburb/postcode

Form **39**

## Building work details:

Type of work: Permit work ☐ Notifiable work ☐ (X one applicable.)

Address:  Lot No:

The work:  (Description of the work e.g. new building, alterations, additions etc.)  
Permit or Certificate of Likely Compliance Number:   
Building Class(es):

## Licensed builder OR Owner builder:

**Builder:**  Category:   
Business name:  Licence No:   
Business address:  Phone No:   
 Fax No:   
License No:  Email address:

**Owner builder(s):**  Contact person:   
Contact address:  Phone No:   
 Fax No:   
Owner Builder Permit No:  Email address:

## Notice details:

The building work detailed above is to start work on:  Date  
Applicant (builder or owner builder)  Name: [print]  Signed  Date  
Recipient (for phone application)  Name: [print]  Signed  Date and time

## Authorisation to start building work:

Your authorisation is issued in accordance with the **Building Act 2016 and Building Regulations 2016.**

Building Surveyor  Name: [print]  Date  
Signed  Unique authorisation No

### Notes:

- A copy of this Form is to be provided to the Permit Authority within 2 business days of authorisation.
- If authorisation was given orally, a copy of this form is to be provided to the applicant within 7 days.