



**South Waikato District Council**  
3 Torphin Crescent  
Private Bag 7  
Tokoroa 3444  
P: 07 885 0340  
F: 07 885 0718  
W: www.southwaikato.govt.nz

# NOTIFICATION OF EXEMPT BUILDING WORK

## 1<sup>st</sup> SCHEDULE OF NZ BUILDING ACT 2004

### THE BUILDING

Street address of building: \_\_\_\_\_

*[for structures that do not have a street address, state the nearest street intersection and the distance and direction from that intersection]*

Legal description of land where building is located: \_\_\_\_\_

*[state legal description as at the date of application and, if the land is proposed to be subdivided, include details of relevant lot numbers and subdivision consent]*

Building name: \_\_\_\_\_

*[insert building name]*

Location of building within site/block number: \_\_\_\_\_

*[include nearest street access]*

Area: \_\_\_\_\_

*[total floor area; indicate area affected by the building work if less than the total area]*

Current lawfully established, use: \_\_\_\_\_

*[include number of occupants per level and per use if more than 1]*

### THE OWNER

Name of owner: \_\_\_\_\_

*[include preferred form of address, eg, Mr, Miss, Dr, if an individual]:*

Contact person: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Street address/registered office: \_\_\_\_\_

Phone number: Landline: \_\_\_\_\_ Mobile: \_\_\_\_\_

Daytime: \_\_\_\_\_ After hours: \_\_\_\_\_

Facsimile number: \_\_\_\_\_ Email address: \_\_\_\_\_

### APPLICATION

I am aware that any building work must comply with the Building Code and that Council will not assess this notification for compliance with the building code.

I request that this notification of building work be placed onto the associated property file.

Signature of: \_\_\_\_\_ Name: \_\_\_\_\_

Date: \_\_\_\_\_

**DESCRIPTION OF BUILDING WORK**

Description of the building work: \_\_\_\_\_

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Date of work undertaken, proposed to be undertaken: \_\_\_\_\_

Personnel who will carry out the building work: *[list names, addresses, phone numbers, and registration numbers]*

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The following plans and / or elevations are attached to this notification to exempt building work:

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**OFFICE USE ONLY**

LODGEMENT: \$ \_\_\_ \$145.00 \_\_\_\_\_ APPROVED / DECLINED BY:

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SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Application been forwarded to any other relevant departments within Council YES / NO

Exemption letter generated YES / NO

All information sent to be placed on to the property file YES / NO