

Notice of cessation – Multiple properties (building work)

Building Act 2011, section 34
Building Regulations 2012, regulation 4

PERMIT AUTHORITY
USE ONLY

Reference number

BUILDER USE

Reference number

Permit authority

1. Information on multiple properties

Property details (site address)	Permit Number(s)	Inspections and test completed (Y or N/A)

Provide the information above or attach as separate schedule. Tick box if schedule attached ☐

2. Notification

1. I, the builder named on the permits detailed in part 1 of this notice, cease to act as the responsible person in relation to those permits.
2. The work, or the stage of the work, for which each of the permits was granted is not completed.
3. Where applicable I have attached a copy of the certificate in respect of each inspection or test listed on the permit.

Builder's name

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Street address
(provide lot number
where street
number is not
known)

Unit no	Street no	Level	Lot no
Street name		Street type	Street suffix
Suburb	State	Postcode	Country (if not Australia)

OR

PO Box address

PO Box no			
Suburb	State	Postcode	Country (if not Australia)

Email address

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Phone/fax

Phone no	Fax
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Registration details
(if applicable)

Registration number

Builder's signature

Signature	Date
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Please note:

The responsible person must:

- submit this notice to the relevant permit authority; and
- within seven (7) days of giving this notice to the relevant permit authority, provide a copy to each owner of the building or incidental structure to which each permit applies. Where applicable, copies of the test or inspection certificates, as detailed above, do not need to be given to the owner.