

**FORM 15**  
**APPLICATION FOR OCCUPANCY PERMIT**

Building Act 1993  
Building Regulations 2018  
Regulation 186(1)



**To**

Relevant Building Surveyor **Vic Permits Building Surveyors**  
Email Address **info@vicpermits.com.au**

**From**

This application is made by the **owner** ☐ / **agent of owner** ☐ of the property.

Name of Applicant \_\_\_\_\_ ACN/ARBN \_\_\_\_\_  
Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_

In accordance with section 42/section 54 of the **Building Act 1993**, I apply for an occupancy permit for the building situated at—

**Property Details**

Address \_\_\_\_\_  
Lot/s \_\_\_\_\_ LP/PS \_\_\_\_\_ Volume \_\_\_\_\_ Folio \_\_\_\_\_  
Crown Allotment \_\_\_\_\_ Section \_\_\_\_\_ Parish \_\_\_\_\_ County \_\_\_\_\_  
Municipal District (Council) \_\_\_\_\_

**Nature of Application**

New building ☐ Amendment to existing occupancy permit ☐  
Alterations to an existing building ☐ Change of use of an existing building ☐  
Place of public entertainment ☐ Other (provide description) ☐

**Building Permit Details**

Building Permit No. \_\_\_\_\_

**Building Practitioners and Architects who were engaged in the building work (including registered builder)**

Name	Category/Class	Registration No.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Use Applied For**

Part of Building	_____	Permitted Use	_____	NCC Class	_____
Part of Building	_____	Permitted Use	_____	NCC Class	_____
Part of Building	_____	Permitted Use	_____	NCC Class	_____
To conduct public entertainment		<input type="checkbox"/>			

**Certificates of Compliance**

Copies of compliance certificates for plumbing/electrical work are attached in accordance with Regulation 186(2)(b).

**Signature of Owner/Agent of Owner**

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name \_\_\_\_\_

**COMPLETE DOCUMENT IN FULL. INCOMPLETE FORMS WILL BE RETURNED.**