Request for Building/Plumbing Inspection

Application Form

***Please note, the process for obtaining a final inspection certificate/removal of a requisition may take time to achieve. Building/plumbing works may need to be undertaken after an initial inspection is carried out by Council’s Building Certifier/Plumbing Inspector. It is the responsibility of the owner to ensure that any related parties are aware of this prior to an application being lodged with Council.***

***This form is only to be used where requesting an inspection on a historic approval and/or where seeking a requisition to be removed from a property. Please submit your completed request with all the required supporting material to*** ***development.services@mackay.qld.gov.au******.***

**1. APPLICANT DETAILS:**

|  |  |
| --- | --- |
| **Applicant:** |  |
| **Contact Name:** |  |
| **Company:** |  |
| **Phone:** |  | **Mobile:** |  |
| **Email Address:** |  |
| **Mailing Address:**  |  |

**2. PROPERTY / INSPECTION DETAILS:**

|  |  |
| --- | --- |
| **Property Owners Name/s:** |  |
| **Property Address:** |  |
| **Lot and Plan No:** |  |
| **Description of Works to be Inspected:**  |  |
| **Relevant Approval/s:** |  |
| **Gross Floor Area m2: (Non-residential Only)**  |  |
| **Type of Inspection:** | [ ]  Final Inspection of existing Building Approval Class 1/10 (residential)[ ]  Final Inspection of existing Building Approval Class 2-9 (non-residential) [ ]  Final Clearance of outstanding Building Requisition [ ]  Final Inspection of existing Plumbing Approval [ ]  Final Clearance of outstanding Plumbing Requisition  |

**3. MANDATORY DOCUMENTS TO BE SUBMITTED:**

|  |  |
| --- | --- |
| [ ]  | Request for Building/Plumbing Inspection Application Form (this form) |
| [ ]  | Owner/s signatures |
| [ ]  | Payment of application fee based on Council’s Schedule of Fees and Charges.  |
| [ ]  | Payment of re-inspection fee based on Council’s Schedule of Fees and Charges.  |

Conscientiously believing the above statements to be true and correct, signed on behalf of:

|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant/s Signature:** |  | **Date:** |  |
| **Property Owner/s Signature:** |  | **Date:** |  |

*Mackay Regional Council is collecting your personal information to process your application. This information will only be disclosed to any other third party with your written authorisation or as we are required to by law.*

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| --- |
| **Cashier Use Only** |
| **Date:** | **Receipt No:**  | **Amount $:** | **MRC Initial:** |
| *Note: Receipting Code: Final Inspection and Final Inspection to remove outstanding req. – RC/FCI; Issue Cert of Classification – RC/COC. The original to e-Content for registration and copy to Development Planning and Engineering for action.* |