



9 Warwick Street, Hobart

6231 9070

admin@bstas.com.au

APPLICATION & ENGAGEMENT FORM

For (office use only):

PAYMENT:

Payment is required before release of documents.

Banking Details: Building Surveying Tasmania	BSB: 067 028	Acc No. 1029 4975
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INCLUSIONS:

- Assessment of initial application.
- Assessment & issuing of Certificate of Likely Compliance
- One Free Consultation
- Preparation and issue of Building Inspection Directions.

EXCLUSIONS:

- Design stage consultations.
- Assessments of Alternative Solutions (charged at BST rates of \$150.00 per hour + GST).
- Assessment of variations/amendments (charged at BST rates of \$150.00 per hour + GST).
- Consultation site inspections (charged at BST rates of \$150.00 per hour + GST).
- Permit Extension Consents (\$55.00 including GST).
- Preparation and issue of Occupancy Permit. (\$60.00 + GST).
- Preparation and issue of Certificate of Final Inspection. (\$60.00 + GST).

TERMS & CONDITIONS:

- Our Certificate of Likely Compliance will lapse if an application for a Building Permit is not lodged within 12 months of the date of the CLC.
- Engagement will not commence until the application form has been returned, completed and signed by the owner and the application fee paid to BST. Agents are required to have written authority from the owner.
- We reserve the right to resign from an engagement after 3 years in accordance with the Building Act 2000.

Please complete, sign and return the application details over page, including checklist.



**BUILDING
SURVEYING
TASMANIA**

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APPLICATION DETAILS

Name: (Person responsible for all invoices)			
Postal Address			
Email:			Telephone:
Owners Name			
Postal Address			
Email:			Telephone:

Applicants Name			
Postal Address			
Email:			Telephone:
Owner Builder Registration Required: Yes/No : Please attach evidence of white card and course attended			
Obtained White Card:	Attended OB Course:	Form 40 Attached:	

Agents must be authorised in writing by the owner: Copy of authorisation attached:	
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Architect/Designer Name			
Postal Address			
Accreditation No.			
Email:			Telephone:

Engineer Name			
Postal Address			
Accreditation No.			
Email:			Telephone:

Builder Name			
Postal Address			
Accreditation No.			
Email:			Telephone:



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DETAILS OF BUILDING WORK:

Site Address:	Lot No:
Postcode:	Title No:

Type of Work:	New building / Alteration / Addition / Repair / Demolition
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Use of Building:	Class:
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Value of Works: \$	Contract Price:	Estimate Price:
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This documents forms an offer of engagement under Section 52A of the Building Act 2000

I/We have read and understood this fee estimate and terms of engagement.
I/We are aware of the requirements of the Building Act 2000 and Building Regulations 2004.
I/We accept this fee estimate and agree to abide by the terms and conditions, and the requirements of the Building Act 2000.
I/We have completed and signed the application details.

Name (Printed)	Signed	Dated

Please return your completed application form, payment and documents to:

Building Surveying Tasmania Pty Ltd
9 Warwick Street
Hobart 7000
Or email: admin@bstas.com.au



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6231 9070
admin@bstas.com.au

AGENT FORM – TO BE COMPLETED IF THE APPLICANT IS NOT THE OWNER

To:
Building Surveying Tasmania
9 Warwick Street
Hobart 7000
admin@bstas.com.au

To whom it may concern

I/We, (owner) _____ hereby

Authorise (agent) _____ to act

as our Agent in regards to obtaining a Certificate of Likely Compliance for:

(Description) _____

_____ relating to

our/my property at (address) _____

_____ Postcode _____

Kind regards

Signed: _____

Signed: _____

Date: _____



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