



Request for Second Hand Building Inspection

(Please print clearly with a blue or black pen)

OFFICE USE ONLY

Date Received

Application No.

Valuation No.

Property No.

1. PRESENT LOCATION OF BUILDING

Street No. _____ Street name _____
Town _____
Other Information _____

2. PROPOSED LOCATION OF BUILDING

Street No. _____ Street name _____
Town _____
Proposed Use of Building _____

3. APPLICANT

Full Name _____
Mail address _____
Town/City _____ Post Code _____
Phone (daytime) _____
Fax _____
Mobile _____
Email _____

4. CONTACT (if not applicant)

Full Name _____
Mail address _____
Town/City _____ Post Code _____
Phone (daytime) _____
Fax _____
Mobile _____
Email _____

5. DESCRIPTION OF BUILDING

Type: (Dwelling, Garage etc) _____
Age: (approx) _____ Floor Area: (m²) _____
Roof Material: _____ Exterior Sheathing: _____

6. ATTACHMENTS REQUIRED

Recent photographs that clearly show the condition of all external walls and the interior fittings and finishes to the kitchen, bathroom, toilet and laundry must accompany the application form. Details of any proposed repairs, upgrading or alterations must accompany this form.

7. CHARGES

All fees must be paid prior to inspection being booked. Inspection Fee \$ 300.00
Mileage is payable on inspections where travel is more than 5km from the nearest Waipa District Council Office. This charge is calculated \$2.50 per km one way. Mileage \$ _____
Total payable \$ _____

8. INSPECTION

An inspection time will be arranged with you by a Building Control Officer once this request has been processed.
Entry to the building is to be arranged by the applicant and must be available to the Inspector at the time of inspection.

9. DECLARATION

Signed by the APPLICANT or the CONTACT on behalf of and with the authority of the applicant

[Print name] [Signature] [Date]