

## Owner/Builder Acknowledgement

(Domestic Building Work)

CLEAR FORM

I, \_\_\_\_\_ of \_\_\_\_\_

am the owner of a building/land situated

at \_\_\_\_\_

and intend to carry out domestic building work at that site as an owner/builder. I have made an application for a building permit in respect of this proposed building work.

I am aware that as an owner/builder:

1. Any person who is not exempt by the *Building Act 1993* or the *Building Regulations* and undertakes domestic building work for me to a value exceeding \$10,000 (inclusive of materials) is required to be a registered building practitioner and to carry the appropriate insurance. I undertake to furnish to the relevant Building Surveyor the name, category/class and building practitioner's number of all persons who undertake domestic building work where the value exceeds \$10,000 and are not exempt. (*Section 136(2) Building Act 1993*).
2. I am required to enter into a written major domestic building contract with tradespersons including carpenters, bricklayers, concretors, roof tilers, cabinet/kitchen companies, re-stumpers, demolishers, re-roofers and bathroom renovators where the value of their building work is in excess of \$16,000. They are required to be registered building practitioners as registered by the Building Practitioners Board and provide the appropriate warranty insurance for their component of the building work.
3. If I sell the building within 6 years of the date of issue of an occupancy permit or certificate of final inspection in respect of this building work I am required to:
  - [a] obtain an inspection report on the building work carried out [prepared by a Prescribed Practitioner not more than six months before entering into a contract to sell the building listing the details of the building work, conditions, defects, incomplete works etc.], and;
  - [b] take out an appropriate insurance policy [obtain the Prescribed Warranty Insurance cover for the building work, which will cover the time remaining of the 6 years, which commences from the date of completion of the building work]. (*Section 137B Building Act 1993*)
4. If I sell the building within 6 years of the date of issue of an occupancy permit or certificate of final inspection the contract of sale must include details of the aforementioned inspection report and insurance policy as well as a warranty that:

[Cont.]

- [a] I have effected a Policy of Insurance in the name of the purchaser (for auction – subject to completion of name of successful purchaser) indemnifying the purchaser against all losses and damage during the period of insurance which result from:
- [i] any breach of the implied warranties; and
  - [ii] alternative accommodation, removal and/or storage costs reasonably associated and necessarily incurred as a result of any event under 1.
- [b] all domestic building work was carried out in a proper and workmanlike manner.
- [c] all materials used in the domestic building work were good and suitable for the purpose that they were used, and unless otherwise stated, those materials were new; and
- [d] all domestic building work was carried out in accordance with all laws and legal requirements.
5. I am aware that I need to have the necessary knowledge and experience to act as an owner/builder. I do not intend any other person apart from myself to supervise or manage the building work.
6. After the issue of a building permit, I am required to notify the relevant building surveyor in writing within 14 days after any change in the name or address of the owner or of the builder carrying out the building work. (*Regulation 42 of the Building Regulations 2018*)
7. After the issue of a building permit, I am responsible for notifying the relevant building surveyor without delay after the completion of each mandatory notification stage of that work. (*Section 33(1) Building Act 1993*).
8. After the issue of a building permit I am required to have one set of the approved plans, specifications and documents and a copy of the building permit available for inspection at the site while the building work for which the building permit was issued is in progress. (*Regulation 41 of the Building Regulations 2018*).
9. I have estimated the cost of the building work on the Form 1 – application for a building permit. I have calculated this cost of building work by the following means:

**(Signature of Owner / Builder)**

**(Date)**

Greater Shepparton City Council  
Building and Planning Department  
Locked Bag 1000, Shepparton 3632  
Central Office: 90 Welsford Street, Shepparton 3630  
Ph: 03 5832 9730 Fax: 03 5831 1987 Email: [council@shepparton.vic.gov.au](mailto:council@shepparton.vic.gov.au)  
ABN 59 835 329 843