



**Lithgow City Council**

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ABN: 59 986 092 492

**OFFICE USE ONLY**

REGISTRATION NO. ....

PROPERTY NO. ....

**Application for Occupation Certificate**

Under the Environmental Planning and Assessment Act, 1979 Section 6.3 (1) (c) and 6.9

<b>TYPE OF CERTIFICATE SOUGHT</b>	
<input type="checkbox"/> <b>INTERIM CERTIFICATE</b>	<input type="checkbox"/> <b>FINAL CERTIFICATE</b>

<b>APPLICANT/S DETAILS</b>
Name/s: _____
Address: _____
Postcode: _____ Phone: _____ Fax: _____
Signature/s: _____

<b>OWNER/S DETAILS</b>
Name/s: _____
Address: _____
Postcode: _____ Phone: _____ Fax: _____
Signature/s: _____

<b>BUILDING DETAILS</b>
Whole/Part of Building: _____
Use: _____
BCA Class (Must be the same class as specified on Development Consent): _____
New: _____ Existing: _____

<b>SUBJECT LAND DETAILS</b>
Lot No: _____ Section: _____ DP: _____ House No: _____
Street: _____ Locality: _____

<b>DETAILS</b>
Development Consent No: _____ <b>OR</b>

DOCUMENTATION TO BE INCLUDED (PLEASE TICK IF APPLICABLE)
<input type="checkbox"/> A copy of the relevant Development Consent or Complying Development Certificate
<input type="checkbox"/> A copy of any relevant Construction Certificate
<input type="checkbox"/> A copy of any relevant Fire Safety Certificate
<input type="checkbox"/> A Copy of any relevant Compliance Certificate
<input type="checkbox"/> A copy of any relevant BASIX Certificate
Complying Development Certificate No: _____
Date of Determination: _____ Date of Issue: _____

**Please Note:** This Application form must be either hand delivered or sent via post to the office of the Principal Certifier. It **MUST NOT** be sent via facsimile.

OFFICE USE ONLY
Date of Lodgment ..... Cashier .....

**PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE**  
 By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council’s business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.