

# Application for an amendment to a compliance schedule

Section 106, Building Act 2004 (Form 11)



## APPLICATION DETAILS

Compliance Schedule No:

## THE BUILDING

Street address of building:

Legal description of land where building is located:

Building name:

Location of building within site/block N°: (include nearest street access)

Level / Unit N°:

No of occupants per level, and per use if more than 1

Current, lawfully established, use: (include number uses if >1)

## THE OWNER

Name of owner: (Include preferred form of address e.g. Mr, Miss, Dr if an individual)

Contact person: (Insert n/a if the applicant is an individual)

Mailing address:

Postcode:

Street address/registered office:

Phone number: Work

After hours:

Facsimile number:

Mobile:

Email address:

Website:

The following evidence of ownership is attached to this application:

*Record of Title*

*Sale & Purchase agreement*

*Lease agreement*

*Other document showing full name of legal owners of the building*

## AGENT (only required if application is being made on behalf of the owner)

Name of agent:

Contact person:

Mailing address:

Postcode:

**AGENT (only required if application is being made on behalf of the owner)**

Street address / registered office:

Phone number: Work  After hours:

Facsimile number:  Mobile:

Email address:  Website:

Relationship to owner: (supply details of authorisation from the owner to make the application on the owner's behalf)

**BILLING**

All related invoices/refunds to be billed to: Owner:  Agent:  Applicant:

Preferred method of correspondence: Email:  Post:

Purchase order/Reference number: (if applicable)

**Please note:** any refunds are paid to the receipted name unless written authorisation has been received from the receipted person or company stating otherwise

**SIGNATORY**

Owner / agent signature:  Date:

Print name:  IQP N°:   
(if agent IQP)

If you are signing this application on behalf of a company/trust/other entity (the agent), you are declaring that you are duly authorised to sign on behalf of the owner to make this application

**APPLICATION**

I request that the compliance schedule for the above building be amended as follows

**Please attach a completed Specified system form (AC2109a) for each relevant specified system**

Specified system	Amendment	State reason why amendment is required	AC2109a attached

## LOCATION OF COMPLIANCE SCHEDULE

**Important note:** *The compliance schedule must be kept in a location agreed to between Auckland Council and the Owner.*

The compliance schedule and the written reports obtained in accordance with the compliance schedule are to be kept at:

## ATTACHMENTS

Copy of existing compliance schedule

Evidence of ownership

Specified system form (AC2109a) for each relevant specified system

Email completed form to: [complianceschedules@aucklandcouncil.govt.nz](mailto:complianceschedules@aucklandcouncil.govt.nz)