



CHECKLIST 5 - OCCUPANCY PERMIT APPLICATION

Required forms and information	N/A	Yes
FORMS		
Form BA9 Completed		
REQUIRED CERTIFICATES		
2 x copies of a certificate of Structural compliance signed by a practicing Structural Engineer		
2 x copies of certificates of compliance for mechanical and air-conditioning		
2 x copies of certificates of compliance for hydraulics		
2 x copies of certificates of compliance for electrical		
2 x copies of certificates of compliance for plumbing works		
2 x copies of certificates of compliance for any geotechnical works including Compaction Certificate/s		
2 x copies of test Certificate/s for Fire hose reel system		
2 x copies of test Certificate/s for Fire hydrant system		
2 x copies of test Certificate/s for Automatic fire suppression systems		
2 x copies of test Certificate/s for Fire detection, warning, control and intercom systems s		
2 x copies of test Certificate/s for Air handling systems that incorporate smoke control provisions		
2 x copies of test Certificate/s for Smoke/heat venting systems		
2 x copies of test Certificate/s for Sound systems and intercom systems for emergency purposes		
2 x copies of certificates/reports showing conformity of fire resistance of building elements required to have a FRL		
2 x copies of certificates/reports showing conformity to fire hazard properties of building components or assembly's required to do so		
2 x copies of certificates/reports showing conformity of resistance to the incipient spread of fire for a ceiling required to have these properties		



FURTHER REQUIRED INFORMATION		
Notice of completion (BA7) <i>signed by builder</i>		
Any applicable DFES comment		
Details of each alternative solution not shown on the plans and specifications		
Evidence of any approval required under the Planning or Health Acts		
FEES		
BCITF levies paid		
Fee paid for Building Services Levy		
Fee paid for council assessment		