Building Appeals Board

 *Building Act 1993*

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| Property Details |
| Location code |  | LTO number |  | **Lot number** |  |
| Property Address |  |
| Registered Owner/s |  |
| Applicant Details |
| Name of Applicant |  |
| Postal Address |  |
| Phone Number |  | **Mobile Number** |  |
| **Email** |  |
| Is the applicant a lessee of the building or land, who propose to have, or is having building work carried out on the property? | Yes / No |
| If you are a lessee of the building or land (or agent of the owner), you must be authorised to make this application. Please note that an agent may complete this form, however, the agent must not be the building certifier for the work the subject of this application. A copy of the authorisation from the owner must be attached to this application, or the owner’s signature must be set out below: |
| **Owner’s Signature/s** |  | **Date** |  |
| **Owner’s Name/s** |  |
| **Building Certifier Details** |
| **Full Name**  |  | **Registration number** |  |
| **Business Name** |  | **Registration number** |  |
| **Email** |  |
| **Postal Address** |  |

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| **Relevant Disability Access Provision/s of the NCC** |
| Please outline the National Construction Code (NCC) clause/s relevant to this application.The detailed submission is to state the reasons why and how the performance solution complies with the performance requirements of the applicable clause/s.Please note the design of the building must provide a level of access that is at least the equivalent to the level specified in the deemed-to-satisfy provisions for the performance requirements.  |
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| **Description of Building Work** |
| **Please provide a brief description of the work and intended use** |  |
| **Class(es) of Building** |  |
| **Number of Storey(s)** |  |
| **Building Permit Number** (If Applicable) |  | **Cost of Building Work (Labour and Materials)** | **$** |
| **Extent of work carried out** (If commenced) |  |

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| **Supporting Documentation Required / Checklist** |
| All documentation to support the submission including drawings, photographs, reports, statements, financial records etc | Yes/No |
| The detailed submission addressing the matters of this application  | Yes/No |
| Payment of the relevant fee. | Yes/No |

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| **Declaration**  |
| * I hereby make the above application for an alternative (performance) solution decision, details of which are listed above and annexed to this form.
* I understand that I may be asked to provide additional information and if this application is not complete, a fee of half the amount of the original application of amendments applies.
* I understand that decisions of the Appeals Board cannot override the requirements of Commonwealth legislation. Consequently, the making of a disability access decision does not prevent a person from making a claim under the *Disability Discrimination Act 1992* (Cth) in relation to a contravention of a Disability Access Provision.
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| **Signed Applicant** |  | **Date** |  |
| **Print Name** |  |
| **Privacy** |
| The Building Appeals Board respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the [*Northern Territory Information Act 2002*](https://legislation.nt.gov.au/en/Legislation/INFORMATION-ACT-2002).The information you provide will be accessible to the Building Appeals Board and will only be used to determine an application in accordance with the *Building Act 1993*. You may request access to the personal information we hold about you.For more information please contact the Registrar, Building Appeals Board on 08 8999 8945. |
| **Payment of Fees** |
| For current fees and charges information, please refer to the relevant schedule of fees online at https://bab.nt.gov.au |
| A fee is payable on lodgement of this application form. Payment can be made by:* Cash or Card (in person only) or
* Request for an invoice at bas.files@nt.gov.au
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| How to submitThe completed form, any attachments and evidence of fee payment should be addressed to the Registrar, Building Appeals Board via email at **bas.policy@nt.gov.au** OR**POSTED TO** OR **LODGED IN PERSON** (Monday to Friday 8:00AM – 4:00PM)The Registrar DARWIN Building Appeals Board Level 1, Energy HouseGPO Box 1680 18-20 Cavenagh Street, Darwin, NT 0800Darwin NT 0801 KATHERINE  First Floor, Government Centre 5 First Street, Katherine, NT 0850 TENNANT CREEK 33 Leichhardt Street, Tennant Creek, NT 0860 ALICE SPRINGS Greenwell Building 50 Bath Street, Alice Springs, NT 0870 |
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