

Completing this form

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – any amendments should be crossed out and initialled

The QBCC cannot issue an owner builder permit if a permit has been issued to the same applicant within the previous six (6) years unless we are satisfied there are exceptional circumstances for issuing the permit.

Exceptional circumstances could be if either you, or a person you are living with, is suffering from a serious medical condition and the work to be carried out would help or if either you, or a person you are living with, is suffering severe financial hardship and the work to be carried out would help.

If you are applying for another building permit within six years of obtaining the first permit you are required to apply for exemption from the six-year ruling.

Please allow 10 working days for your six year exemption to be processed.

1. EXISTING PERMIT HOLDER DETAILS

Surname:

First names:

Contact numbers:

Postal address:

Postcode:

Address where work was performed:

Postcode:

Lot number: Plan number:

Details of the work performed on existing permit:

2. NEW PERMIT DETAILS

Describe the exceptional circumstances requiring you to apply for another permit. (Provide any supporting documentation)

PRIVACY NOTICE: The QBCC is collecting the information on this form to determine whether you are entitled to an Owner Builder permit. Collection of this information is authorised by the *Queensland Building and Construction Commission Act 1991*. Some information collected on this form will be included in the Register of holders of Owner Builder permits in accordance with Section 103 of the *Queensland Building and Construction Commission Act 1991*. In addition, the QBCC is obligated to notify the Registrar of Titles of the granting of the permit. On receipt of this information, the Registrar of Titles will enter the notification into the register. Disclosure of this information to other parties by the QBCC in circumstances other than as above can occur with your consent or as authorised or required by law. For further information visit the QBCC website at www.qbcc.qld.gov.au.

OFFICE ONLY	CRN:	<input type="text"/>	Licence No:	<input type="text"/>
	Application ID:	<input type="text"/>	Date:	<input type="text"/>

2. NEW PERMIT DETAILS (continued)

What work have you done on the original property? (i.e. the building you constructed under the existing permit)

What work do you want to perform under a new permit? (eg: Residential 3 bedroom house)

Value of Work (include labour & materials): \$

Address where new work will be performed:

Postcode:

Lot number:

Plan number:

2. DECLARATION

WARNING: Incorrect or misleading information may lead to the imposition of a penalty under Section 193 of the Queensland Criminal Code.

DECLARATION:

"I declare that the statements contained in this application are true and correct. I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867*".

Signature of applicant:

Date:

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If your exemption from the six-year ruling is approved you will need to submit the following documents to obtain the permit:

- completed Owner Builder permit application form
- payment of the application fee
- an original or certified copy of a Current Title Search (no older than 30 days from the date the application is lodged)
- Proof of identity
- Owner Builder course completion certificate or approved exemption letter issued by the QBCC
- a copy of QBCC’s approval letter.

Send all mail to: Queensland Building and Construction Commission, GPO Box 5099, Brisbane QLD 4001