

GOVERNING LEGISLATION

This form may be used for the purposes of section 245M of the *Building Act 1975*.

PRIVACY NOTICE

The QBCC is collecting information in accordance with the requirements of the *Building Act 1975* and the Building Regulation 2021 and for the purpose of administering the *Queensland Building and Construction Commission Act 1991* and to further its objects and any function given to it under another Act. The collection of information is authorised under the *Building Act 1975*. This information can be disclosed by the QBCC to another party with your consent or as authorised or required by law.

For further information visit the Privacy Policy on the QBCC website at qbcc.qld.gov.au.

Lodge your fully completed form with ALL required documents by

Post: GPO Box 5099 Brisbane QLD 4001
in person: [QBCC Service Centres](#) are listed on our website
Email: poolssafety@qbcc.qld.gov.au

COMPLETING THIS FORM

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – cross out and initial amendments.

1. PERSONAL DETAILS**The applicant must be the owner of the pool associated with the class 3 building**

Title Mr Mrs Miss Ms Other

Surname

First name

Postal address

State

Postcode

Mobile

Home phone

Email

2. CONTACT PERSON DETAILS

Title Mr Mrs Miss Ms Other

Surname

First name

Postal address

State

Postcode

Mobile

Home phone

Email

3. LOCATION OF SWIMMING POOLS**Lot on plan details are usually shown on title documents and rates notices**

Postal address

State

Postcode

Lot/s on plan

Local
Government Area

4. CHECKLIST

Proposed pool safety management plan*

*The Class 3 buildings - Pools safety management plan guideline is accessible at business.qld.gov.au/industries/building-property-development/building-construction/laws-codes-standards/pool-safety/guidelines

Copy of certificate of classification

OFFICE USE ONLY

Confirmed

5. FEES



Fees are set out in the Application Fee Schedule on page 3 of this form

Please note that an additional fee will be required if the QBCC commissioner requires a site inspection for the pool.

Fee for approval of pool safety management plan for a swimming pool

– if a pool safety management plan has not previously been approved for the pool:

(i) standard fee \$

(ii) additional fee per pool if the pool safety management plan relates to more than one swimming pool \$

TOTAL \$

– if a pool safety management plan has previously been approved for the pool:

(i) standard fee if pool safety measures under the pool safety management plan are the same, or substantially the same, as the pool safety measures under the previously approved plan \$

(ii) standard fee if subparagraph (i) does not apply \$

TOTAL \$

6. PAYMENT OPTIONS

Do you require a licence certificate?

Yes

No



Please ensure the correct fee accompanies this application form.

If a certificate is required, you will be required to pay the additional fee - refer to attached fee schedule.

I will pay at a QBCC office when returning this form in person

Credit Card



Name of
card holder

Credit card
number

Expiry date M M Y Y

Expiry date

Total amount \$

7. DECLARATION

I declare:

- the statements contained in this application are true and correct
- I have read the Privacy Notice (page 2).

Name of person
providing the
declaration

Applicant's
signature

Date D D M M Y Y Y Y



Please ensure the Declaration is not dated more than one (1) month prior to the date the application is submitted to QBCC.

APPLICATION FEES POOL SAFETY MANAGEMENT PLANS

EFFECTIVE 1 JULY 2022 – 30 JUNE 2023

Fees pursuant to the *Building Act 1975* and Building Regulation 2021

 Our fees and charges increase on 1 July each year. On 1 July 2022 our fees and charges were increased by 2.5% in line with Government's indexation policy. You can contact us to find out details about specific fees, charges or prices.

Fee for an approval of a pool safety management plan for a swimming pool (Act, s245M(2)(b)(ii))

(a) If a pool safety management plan has not previously been approved for the pool:

i. Standard fee	\$2,288.83
ii. Additional fee if the pool safety management plan relates to more than 1 swimming pool	\$128.33 for each additional pool
iii. Additional fee if a site inspection by the QBCC Commissioner is required for the pool	\$1,286.58

(b) If a pool safety management plan has previously been approved for the pool:

i. Standard fee if pool safety measures under the pool safety management plan are the same, or substantially the same, as the pool safety measures under the previously approved plan	\$458.33
ii. Standard fee if subparagraph (i) does not apply	\$2,288.83
iii. Additional fee if a site inspection by the QBCC Commissioner is required for the pool	\$1,286.58

Need more information

Call QBCC on 139 333, visit our website at qbcc.qld.gov.au or your local QBCC Customer Service Centre.