
AUTHORITY FORM FOR THE APPOINTMENT OF AN INDEPENDENT PRIVATE RELEVANT BUILDING SURVEYOR

I / we

.....

Being the owner's of the property address listed below:

.....

Phone number: Email:

Postal Address:

.....

Hereby confirm this signed authority appoints ASA Building Consultants Pty Ltd (and any registered building surveyor employed) as the relevant Building Surveyor under Section 78 of the Building Act 1993 to carry out the functions as set out in Section 76 of the Building Act 1993 for the respective building work where a Building Permit application is applied for. By signing this appointment it also confirms that our nominated builder/demolisher, may apply for a Building Permit for our project on our behalf to ASA Building Consultants Pty Ltd.

Signed: **Signed:**

Print Name: **Print Name:**

Date: **Date:**

(please refer to the following document regarding the role of the relevant Building Surveyor before signing this authority form)

Role of the builder / demolisher

Your builder is responsible for completing your building project to the standard required by the building regulations and your plans and specifications. The builder may undertake the work or engage and manage trades people to do the work.

Role of the independent relevant building surveyor

An independent relevant building surveyor is responsible for checking that your building project meets the minimum standards of the building regulations. We are registered with the Victorian Building Authority (refer to the Victorian Building Authority website www.vba.vic.gov.au under Find a Practitioner).

The relevant building surveyor will independently:

- Assess your plans and issue the building permit.
 - May require protection work to be undertaken so your building work does not damage your neighbour's property.
 - Conduct the mandatory building inspections personally or have a building inspector conduct the inspections on their behalf at the mandatory notification stages of your building project, and
 - Issue the Occupancy Permit or Certificate of Final Inspection on completion of the building work.
-

The independent relevant building surveyor may issue directions and orders to the builder to fix building work or to stop work. They can also give you building notices and orders about the building work, if necessary.

The mandatory inspection stages for a house / development are:

- Completion of excavations before placing the footing / foundations
- Before pouring the concrete footings or slab / footing reinforcement
- Completion of the framework, and
- Completion of all of the building work.

You can ask your independent relevant building surveyor to carry out additional quality control inspections (additional costs apply), for example, pre plaster, lock-up or wet area inspections. These additional inspections are also quality assurance inspections for your piece of mind to ensure the builder is carrying out the building work to a satisfactory standard. By not requesting these inspections you are relying on the builder to follow the plans in good faith without any checking process being in place.

Please contact the office of ASA Building Consultants for further information or clarification.

Find more information about building surveyors at www.consumer.vic.gov.au/buildingguide