

Application for Extension of Time Completion Date

Building Regulations 2018 - Regulation 59

To

SP Building Surveyors
Suite 3, Level 1
333 Police Road
MULGRAVE VIC 3170

Property Details

Address: _____

From

Applicant Name: _____

We are requesting an extension to the completion date on our building permit which is due to expire.

We understand that:

1. A site inspection is required to be carried out by your office prior to the completion date to determine the status of building works, and
2. That you can only grant an extension of time to the building permit where you consider that the extent of works warrants such an extension, and
3. Subject to the above an extension can be granted for a maximum period of 12 months for a fixed fee of \$1500+GST, and
4. Under circumstances where the planning permit expires prior to the 12 month period, the building permit can only be extended to match the planning permit expiry unless provided with confirmation of the planning permit extension.
If the planning permit extension is provided after the building permit has been extended, an additional fee of \$150+GST will be charged to extend the building permit for the remaining amount of time to allow a 12 month extension from the original expiry date of the building permit, and
5. No further extensions will be granted and a final inspection must be arranged prior to this date.

Where an extension of time is not granted, we will not refund the payment as it will go towards the cost of carrying out the inspection and the enforcement requirements necessary subsequent to such refusal.

Applicant Signature: _____ Date: ____ / ____ / _____

Payment Form

Property Address: _____

Extension of time fee: \$1,650.00 inc GST
 Please complete the credit card authorisation form or request an invoice.

Credit Card Authorisation	
I, the undersigned, authorise SP Building Surveyors to charge my credit card for payment of the amount stated below.	
Amount to be charged \$ plus 1.5% surcharge	
Mastercard <input type="checkbox"/>	Visa <input type="checkbox"/>
Expiry Date: <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>	
Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
CCV Number: <input type="text"/> <input type="text"/> <input type="text"/>	<small>Card verification numbers can be found on the back of your credit card in the signature field</small>
_____	_____
Cardholder Name	Cardholder Signature
*A payment processing fee applies, reflecting bank fees charged to SP Building Surveyors for card payments. This is currently 1.5% for Visa and Mastercard, plus applicable GST.	