

# Notification to Record Exempt Work

Part 1 of Schedule 1 of the Building Act 2004  
Form 103



**WHANGANUI  
DISTRICT COUNCIL**  
Te Kaunihera a Rohe o Whanganui

The Building Act 2004 provides for, in part, the regulation of building work, and to promote the accountability of owners, designers, and builders. Part 1 of Schedule 1 of the Act provides for building work for which building consent is not required. A copy of Schedule 1 is available at <http://www.legislation.govt.nz>

**Refer to the disclaimer over the page**

Exempt Work No.

## 1. Building

Street address of building

Legal description of land where building is located (*Lots/DPs*)

Property No(s).

Building name (*if applicable*)

Location of building (*within site/block number*)

Number of levels (*above & below ground*)

Floor area (*in sq.m*)

Current lawfully established use

## 2. The Owner

Name of Owner/Company

Contact details

Phone

Mobile

Fax

Email address

## 3. The Applicant/Agent (if different from owner)

Name

Contact details

Phone

Mobile

Fax

Email address

Relationship to Owner

## 4. The Project

Work is exempt under Clause(s) (*refer to first schedule and state clause number etc.*)

## 5. Description of building work

Please describe work for which exemption is sought and attach plans/photos for record keeping purposes


Has Construction started?  Yes  No

If no, when will construction start?

If yes, when will construction be completed?

### **Disclaimer:**

The 'Notification to Record Exempt Building Work' is a service provided by Council to building owners undertaking exempt Building work. The purpose of the service is one of record keeping only. Council undertakes no statutory function under the Act in maintaining this service. It is the Owner's sole responsibility to ensure compliance with the Building Code, The Resource Management Act 1991, the Whanganui District Plan and any other statutory requirement that may apply.

To avoid any doubt Council accepts no liability for checking compliance of the building work with Schedule 1, Council is not required to undertake any inspection or issue any certificate in respect of the notified exempt building work. Undertaking building work that is not exempt building work is an offence under Section 40 the Building Act 2004.

## 6. Signature

Name *(must print clearly)*

Signature of Owner/Applicant or Agent

*(Please note signing this document signifies that you as the applicant or agent are authorised to do so on behalf of the owner, and that the information provided is true and correct)*

Dated

### OFFICE USE ONLY

Date received

Received by

Signed

Date loaded

Loaded by

Signed