



**KYOGLE COUNCIL**  
Stratheden Street, Kyogle  
PO Box 11, Kyogle 2474  
Ph: 6632 0293  
Fax: 6632 2632

Office Use Only  
DA No. \_\_\_\_/\_\_\_\_  
Date Received \_\_\_\_\_

**APPLICATION FOR OCCUPATION CERTIFICATE**

Environmental Planning and Assessment Act 1979 Section 109C(1)(c) and 109H

**Approval Type**

Application is hereby made for:

- Interim Occupation Certificate
- Final Occupation Certificate

**NOTE:** If the application is for an interim occupation certificate an additional inspection fee (relevant to Council's current fees and charges) is to be submitted with the application.

**Applicant**

Name(s): .....

Full Postal Address: .....

.....Post Code: .....

Telephone – Bus:.....Mobile:.....

Private.....Fax:.....

**Land Description**

Lot No ..... Section..... DP/NPP/SP .....

Unit/Street No: ..... Street .....

Suburb/Town .....

**Approval Details**

Development Consent No ..... Approval Date .....

Complying Development  
Certificate No ..... Approval Date .....

Construction Certificate No ..... Approval Date .....

**Building Details**

Whole/Part of Building .....

Use .....

BCA Class  New  Existing

**Note:** The building classification must be the same as that specified on the construction certificate or the complying development certificate.

**Attachments**

Attached herewith are:

- Copy of development consent or complying development certificate
- Copy of construction certificate (where relevant)
- Copy of final fire safety certificate or interim fire safety certificate
- Other certificates relied on

**Applicant's Declaration**

I declare that all the information in this application is true and correct.

I understand that if the information is incomplete the application may be delayed or rejected.

Applicant's Name .....  
(please print)

Applicant's Signature ..... Date .....