

Minor variation application

This form is to notify the building consent authority that the following minor variation is to be undertaken on the building situation at the following address.

Property address	
Building consent number	

CONTACT DETAILS

Name (owner or agent)	
Delete one	
Telephone number	
Email address	
First point of contact for Council if different from above	
Name	
Telephone number	
Email address	

INVOICING DETAILS

Name of person to charge	
Telephone number	
Email address	

ATTACHMENTS

<input type="checkbox"/> Existing plans	<input type="checkbox"/> Proposed plans
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DETAILED SCOPE OF VARIATION (PLEASE DESCRIBE IN DETAIL)

Note the reason why this is to be considered as a minor variation	
<input type="checkbox"/>	No other Building Code clauses are affected.
<input type="checkbox"/>	Other Building Code clauses have been considered and there is no further implication.
<input type="checkbox"/>	Variation has no cost change to the original value of work.
<input type="checkbox"/>	The variation has a cost change and this cost will be notified to the BCA prior to CCC application on form 6.
Signed for and on behalf of owner	

OFFICE USE ONLY			
The variation is agreed that it is minor in nature and there is no affect to other building code clauses and this variation will be placed onto the building consent file.			
<input type="checkbox"/> Yes	Name		
	Signed		Date
<input type="checkbox"/> No	If no, an amendment is to be applied for by the owner		
Reason			
Invoice actioned	Initial		Date