

City Administrative Centre Bridge Road, Nowra, NSW, Australia, 2541

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About This Form

Issued under Part 9 of the *Environmental Planning and Assessment Regulation 2000*
Clauses 170 and 173

You can use this form to submit a Final or Interim Fire Safety Certificate to Council.

How to complete this form:

1. Read the Notes in Section 7 about the requirements of this Fire Safety Certificate.
2. Please note that fields on this form marked with an * are mandatory and must be completed before submitting the certificate.
3. Once completed you can submit this form by mail, fax, email (council@shoalhaven.nsw.gov.au) or in person.

1 Type of Certificate (Please indicate Interim or Final (See Note 1))

FINAL

INTERIM

Please indicate whether this Fire Safety Certificate is for whole or part of the building

WHOLE BUILDING

PART BUILDING

Description of the building or part of the building relevant to the Fire Safety Certificate

2 Identification of Building

Address Number:* Street Name:*

Suburb* Post Code:

3 Owners Details (if a company/organisation further details are also required in section 4)

Title:* Given Name(s): Family Name:*

Postal Address:*

Please supply at least one telephone, or email below*

Home: Business:

Mobile: Fax:

Email:

The information on this form is being collected by Council for administrative and assessment purposes. It will be used by Council staff and other organisations for the purpose mentioned and may be included on a public register. Personal information contained on this form will be published on Council's website as required by the GIPA Act 2009. Persons identified on this form may at any time, apply to Council for access or amendment of the information.

OFFICE USE ONLY

File No.:	Fee \$:
Receipt No.:	Receipt Date:
Form No.: 827	Issue Date: 01/2017
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6 Applicant Declaration

I certify that:

- a) Each of the essential fire safety measures specified in the current fire safety schedule for the building (or part) to which this certificate relates;
 - i) Has been assessed by a properly qualified person; and
 - ii) Was found, when it was assessed, to be capable of performing to at least the standard required by the current fire safety schedule for the building for which the certificate is issued (see Note 2)
- b) The information contained in this certificate is, to the best of my knowledge and belief, true and accurate (see Notes 3 & 4)

Please note: if the land is owned by a company (P/L) the signature of at least (1) director residing in Australia is required. If a company signatory, indicate position held.

A copy of this certificate (together with a copy of the current Fire Safety Schedule) must be forwarded to Council and the Fire Commissioner of the New South Wales Fire and Rescue, electronically via email to afss@fire.nsw.gov.au

A copy of this certificate (together with a copy of the current Fire Safety Schedule) must be prominently displayed in the building. Failure to do so is in contravention of Clause 172 of the EP&A Regulations and is subject to financial penalties.

Agent/Owners Name (PRINT)*

Position Held*

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Agent/Owners Signature*

Date of Certificate

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.....

7 Notes on Completing the Fire Safety Certificate

Note 1:

Interim Fire Safety Certificate is required:

- Before an interim occupation certificate can be issued to authorise a person to commence occupation or use of a partially completed building; or
- Before an interim occupation certificate can be issued to allow a change of building use or part of an existing building.

Final Fire Safety Certificate is required:

- Before a final occupation certificate can be issued to authorise a person to commence occupation or use a new building; or
- Before a final occupation certificate can be issued to commence a change of building use for an existing building; or
- In accordance with a fire safety order given by a Council.
- A final fire safety certificate must deal with all essential fire safety measures appearing on the current fire safety schedule (see Note 3) subject to the following;
- An interim fire safety certificate or final fire safety certificate need not deal with any essential fire safety measures which have been the subject of some other final fire safety certificate or fire safety statement issued within the previous 6 months, unless the person by whom the development consent, construction certificate or fire safety order is issued or given otherwise determines.

Note 2:

The person who carries out the assessment:

- Must inspect and verify the performance of each safety measure being assessed, and;
- Must test the operation of each new item of equipment installed in the building premises that is included in the current fire safety schedule for the building.

Note 3:

The current fire safety measures and the minimum standard of performance are those specified in the fire safety schedule attached to one of the following:

- Development consent for a change of building use in circumstances in which no building work is proposed by the applicant for the consent and no building work is required by the consent authority.
- Complying development certificate for the erection of a building or for a change of building use;
- Construction certificate for proposed building work;
- A fire safety order in relation to the building premises.

Note 4:

Clause 283 of the Environmental Planning and Assessment Regulation 2000:

False or Misleading Statements

- A person is guilty of an offence if the person makes any statement, knowing it to be false or misleading in an important respect, in or in connection with any document lodged with a consent authority or certifying for the purposes of the Act or this Regulation.