

APPLICATION FOR A BUILDING COMPLIANCE NOTICE

Residential Services (Accreditation) Act 2002 Section 29

APPLICANT DETAILS <i>(Individual Service Provider)</i>			
Name(s)			
Residential Address(es)			
State		Post Code	
Postal Address			
Phone No		Mobile	
Email		Fax No	
APPLICANT DETAILS <i>(Corporate Service Provider)</i>			
Full Name of Corporation			
Registered Office Address			
State		Post Code	
Postal Address			
Phone No		Mobile	
Email		Fax No	
BUSINESS DETAILS			
Business Name <small>(if applicable)</small>			
Business Name to be used on Correspondence?	YES / NO	ABN	
RESIDENTIAL DETAILS			
Address(es) where Residential Service will be Conducted			
Description of Premises <small>If more than 1 premises please continue of additional page</small>	Approximate year of construction (if known):		
	Maximum number of residents who can be accommodated:		
	Are residents provided with meals? YES / NO		
Will Service Provided or Associate ¹ be Present During Building Inspection?	* Service Provider / * Associate / * Neither		
Name of Person Present			
SIGNATURE		DATE	

PRIVACY STATEMENT

The information collected on the Form will be used by Mount Isa City Council Planning, Building & Environmental Section in accordance with your correspondence. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the Information Privacy Act 2009) or as required by law. This information may be stored in the Council database. The information collected will be retained as required by the Public Records Act 2002.





Note: You should receive a building compliance notice within 20 business days after the local government received this application (“the decision period”). If you do not receive a notice within this decision period you may appeal to a tribunal established under the *Integrated Planning Act 1997*. The appeal must be made within 20 business days after the last day of the decision period. For more information on appeals contact the Registrar of the tribunal on (07) 3237 0403.

¹ A person is an associate of a service provider if the person takes part in the management of a residential service for the service provider. This includes an executive officer of a corporation who takes part in the management of a residential service for the corporation.

CHECKLIST FOR ATTACHMENTS TO APPLICATION

- A comprehensive site plan** (including all structures on site) is required to be submitted with this application, showing the following information:
- Room dimensions**
- Number of persons accommodated in facility**
- Number of persons per room**
- Furniture supplied to each room** (i.e. bed, draws, wardrobe, fridge {size of fridge required}, table & chairs)
- Type of smoke alarm**
- Location of emergency and exit lights**
- Washing machine and dryer size**
- Location of clothes lines**

OFFICE USE ONLY			
OFFICER		DATE	
RECEIPT NO		FEE	\$
INSPECTION DATE		COMPLIANCE	NON COMPLIANCE
RE-INSPECTION DATE <i>(if non compliant)</i>		COMPLIANCE	NON COMPLIANCE
BUILDING COMPLIANCE NOTICE ISSUED		DATE	

