

Form 61—Non-compliance notice

NOTE	Notice to builder from the certifier or competent person that work does not comply
<p>1. Builder details If the certifier works for a company, a contact person must be shown.</p>	<p>Name (<i>in full</i>) <input type="text"/></p> <p>Company name <i>if applicable</i> <input type="text"/> Contact person <input type="text"/></p> <p>Phone no. <i>business hours</i> <input type="text"/> Mobile no. <input type="text"/> Fax no. <input type="text"/></p> <p>Email address <input type="text"/></p> <p>Postal address <input type="text"/> <input type="text"/> Postcode</p>
<p>2. Property description The description must identify all land the subject of the application. The lot & plan details (eg. SP / RP) are shown on title documents or a rates notice. If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address (<i>include no., street, suburb / locality & postcode</i>) <input type="text"/> <input type="text"/> Postcode</p> <p>Lot & plan details (<i>attach list if necessary</i>) <input type="text"/></p> <p>In which local government area is the land situated? <input type="text"/></p> <p>Development approval number <input type="text"/></p>
<p>3. Private certifier A copy of this notice must be given to the private certifier, in accordance with section 33(3) of the <i>Building Regulation 2006</i>. If the certifier works for a company, a contact person must be shown.</p>	<p>Name (<i>in full</i>) <input type="text"/></p> <p>Company name <i>if applicable</i> <input type="text"/> Contact person <input type="text"/></p> <p>Phone no. <i>business hours</i> <input type="text"/> Mobile no. <input type="text"/> Fax no. <input type="text"/></p> <p>Email address <input type="text"/></p> <p>Postal address <input type="text"/> <input type="text"/> Postcode</p> <p>Licence number <input type="text"/></p>

LOCAL GOVERNMENT USE ONLY

Date received		Reference Number/s	
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The *Building Act 1975* is administered by the
Department of Housing and Public Works



**Queensland
Government**

4. Non-compliance

Either a competent person or a certifier can give a non-compliance notice

The following stages do not comply with the building development approval.

The builder must perform the work required to ensure the stage, the subject of the notice complies with the building development approval. A subsequent notice for inspection for a stage of building work must be given to the building certifier.

A **competent person** must be assessed as competent before carrying out the inspection.

A competent person is assessed by the building certifier for the work as competent to practice in an aspect of the building and specification design, because of the individual's skill, experience and qualifications. The competent person must be registered or licensed under a law applying in the State to practice the aspect.

If no relevant law requires the individual to be licensed or registered, the certifier must assess the individual as having appropriate experience, qualifications or skills to be able to give the help.

If the chief executive issues any guidelines for assessing a competent person, the building certifier must use the guidelines when assessing the person.

Indicate the stage/s that do not comply

State reasons for non-compliance

Signature (If being completed by a competent person a copy must be sent to the private certifier)

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Date

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