

Daville Building Surveying

74A Main Road, Bakery Hill VIC 3350

Phone: 03 5341 8041

www.daville.com.au

ABN: 12395725606



Application Checklist

Shed, Carport, Garage, Verandah and Swimming pool.

Document	Copies	Tick
Building Permit Application Form (completed and signed)	1	
Appointment of Building Surveyor Form (MUST be completed by Owner)	1	
Certificate of Title & Plan of Subdivision (Please state in writing if you require us to obtain one for you, addition fees will apply)	1	
Architectural Plans (Site Plan) <ul style="list-style-type: none">- Location of proposed works- Measurements of proposed works (width and height)- Setbacks from proposed works to both side boundaries, back boundary and to any existing buildings.- Location of North- Location of existing stormwater and proposed stormwater- Measurement to nearest street corner (intersecting street)	1	
Structural Engineering Drawings (including certificate of compliance and design)	1	
Endorsed Town Planning Permit and drawings (if applicable)	1	
Builders Warranty Insurance (if works are over \$16,000)	1	
Building Contract (particulars pages)	1	

Please note that Electronic Documentation is preferred, you may submit documentation in PDF from via email, Drop box or USB.

If you require further information please contact our office.

Phone – 03) 5341 8041

Email – enquires@daville.com.au