- Construction Certificates
- Complying Development Certificates
- Principal Certifying Authority
- Construction Inspections
- Occupation Certificates
- Subdivision Certificates

PO BOX 75 CASTLE HILL NSW 1765
75 Showground Rd CASTLE HILL
9483 0431
ask@hillscertifiers.com.au
www.hillscertifiers.com.au

NOTICE OF
APPOINTMENT OF PRINCIPAL CERTIFYING AUTHORITY

under the Environmental Planning & Assessment Act, 1979 Sections 81A(2) or (4), 86 (1) & (2)

1. PROPERTY DETAILS

Location of proposed development

Lot: _____ DP/SP: _____

Unit №: _____ House №: _____

Street: _____

Suburb: _____ Postcode: _____

2. DESCRIPTION OF PROPOSED DEVELOPMENT

Please tick (✓)

Building Work Yes ☐ No ☐

Subdivision Work Yes ☐ No ☐

Please provide a description of the proposed works

.....

.....

.....

3. APPROVAL REFERENCE

Development Consent

Has Council issued development consent? Yes ☐ No ☐ N/A ☐ If yes, provide D/A №: _____

Construction Certificate

Has a CC been issued? Yes ☐ No ☐ N/A ☐ If yes, provide CC №: _____

Complying Development Certificate

Has a CDC been issued? Yes ☐ No ☐ N/A ☐ If yes, provide CDC №: _____

4. APPLICANT DETAILS

Only the owner or person having the benefit of the development consent or complying development certificate can appoint a Principal Certifying Authority.

Applicant must sign declaration in Section 5

Name: or company & contact person _____

Phone: _____ Fax: _____

Email: _____

Street Name & №: _____

Suburb: _____ Postcode: _____

- Construction Certificates
- Complying Development Certificates
- Principal Certifying Authority
- Construction Inspections
- Occupation Certificates
- Subdivision Certificates

PO BOX 75 CASTLE HILL NSW 1765
75 Showground Rd CASTLE HILL
9483 0431
ask@hillscertifiers.com.au
www.hillscertifiers.com.au

5. DECLARATION

As the owner or person having the benefit of the development consent or complying development certificate stated on this form, I/we appoint as the Principal Certifying Authority:

The Hills Shire Council (Hills Certifiers) ☐

Other accredited certifier ☐ Please complete Section 6 below

NOTES

1. Any builder, contractor or other person who will carry out the work cannot appoint the Principal Certifying Authority unless that person is the owner of the land.
2. The engagement of The Hills Shire Council (Hills Certifiers) as Principal Certifying Authority is subject to terms and conditions. These are detailed in the document "PCA Appointment and Service Agreement" available on our website www.hillscertifiers.com.au

Signature: ..... Date: .....

6. PRINCIPAL CERTIFYING AUTHORITY DETAILS (ONLY REQUIRED IF COUNCIL IS NOT YOUR PCA)

PCA's Full Name:

Accreditation №:

Company:

Postal Address: Street Name & №:

Suburb: Postcode:

Contact Details Phone: Fax:

Email:

PCA's Declaration I, the above accredited certifier, declare that these details are correct and I consent to being appointed as the Principal Certifying Authority for this development.

Please tick (✓) one of the following:

☐ The approved Construction Certificate/Complying Development Certificate together with all associated documentation is attached

☐ The Construction Certificate/Complying Development Certificate is yet to be approved and will be lodged with Council within two (2) business days of issue

PCA's Signature: ..... Date: .....