

## NOTICE OF COMMENCEMENT OF WORK

under the Environmental Planning & Assessment Act, 1979

1. Property details			
Unit	House	Lot	DP/SP etc
Street			
Suburb			

2. Description of proposed development	

3. Application reference			
Construction Certificate		Complying Development Certificate	

4. Principal contractor (builder) details							
Principal contractor's licence no.	OR		Owner Builder Permit no.	OR		BCA Class 2 work – Registered Building Practitioner's Registration no.	
Name							
Registered business name/trading name/personal name							
Postal address							
Contact details mobile email							

5. Attached documents as per the Next Step letter (unless previously submitted)			
Please tick ✓		HBCF certificate of insurance	owner builder permit

6. Notice of Commencement (all applications)	
The building work described above is intended to commence on *	Date
<b>Note</b> must be not less than 2 business days after the date from the notice	

7. Complying Development - Notice to Neighbours (only required for CDC applications)			
Complete for all complying development involving a new building / an addition to a new building / demolition of a building. NB: 'building' includes a structure.			
Pursuant to Section 148 of the Environmental Planning and Assessment Regulation, I have given notice of the intention to commence work to the occupiers of each dwelling within 20 metres of the above-mentioned property.			
The work is intended to commence on		The Notice to the occupiers was given on	
Tick (✓) applicable paragraph as referenced in the conditions of the CDC		More than seven (7) days prior to the intention to commence the works authorised by this Complying Development Certificate.	
		More than two (2) days prior to the intention to commence the works authorised by this Complying Development Certificate. This option only applies where the work is within a residential release area.	



Hills Certifiers is a business initiative of  
The Hills Shire Council  
Phone 02 9843 0431  
council@thehills.nsw.gov.au  
www.hillscertifiers.com.au

**8. Applicant details**    Owner/person having benefit of development

In submitting this notice –

1. I declare all the information I have provided is true and correct.
2. I have met all conditions of the Development Consent or the Complying Development Certificate that must be complied with prior to the commencement of work, including notice to neighbours as required for certain complying development.
3. I have notified the principal contractor of all inspections required to be carried out by the principal certifier in respect of the building work as listed in The Next Step letter (information from your principal certifier).

Name or  
company name \_\_\_\_\_

Address \_\_\_\_\_

Contact details    mobile \_\_\_\_\_

email \_\_\_\_\_