

→ ACCOMPANYING INFORMATION - FIRE SAFETY CERTIFICATE

Final Fire Safety Certificate or Interim Fire Safety Certificate

Application No _____ Date _____

The **owner** of a building needs to provide a fire safety certificate to Wollongong City Council with an application for an occupation certificate. You can use this form to do so. A copy of the certificate also needs to be given to the Commissioner of New South Wales Fire Brigades and displayed in the building in a prominent position. To complete this form, please place a tick in the boxes and fill out the following sections as appropriate.

1 Details of the Building being Certified

First Name Family Name

Unit/Street No Street Name

Suburb or Town Postcode

Address of the Building
Unit/Street No Street Name

Suburb or Town Postcode

Nearest cross Street

This certificate is for:

- part of the building
 the whole of the building

Description of the building or part of the building

2 Assessment of Fire Safety Measures

List of each essential fire safety measure specified in the Fire Safety Schedule for the building. *(If you need more space, please attach additional pages.)*

Fire Safety Measure	Standard of Performance required by the Fire Safety Schedule (applicable Australian Standard)	Date of Assessment
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

3 Type of Certificate

This is:

- an interim fire safety certificate
 a final fire safety certificate

Date of this Certificate

→ ACCOMPANYING INFORMATION - FIRE SAFETY CERTIFICATE

4 Certification

I, of

being the owner or person acting on behalf of the owner (tick next to the capacity in which you certify) of the building described above certify that:

- Each of the essential fire safety measures listed above -
- has been assessed by a properly qualified person, and
 - was found, when it was assessed by that person, to be capable of performing to at least the standard required by the current fire safety schedule for the building for which the certificate is issued.
- The information contained in this statement is true and accurate to the best of my knowledge and belief.

5 Signature

The owner or person acting on behalf of the owner (tick next to the capacity in which you sign) of the building must complete and sign the certificate.

Signature

If Strata Plan applies, a
common seal and signature
of Secretary is required

Name

Address (including postcode)

6 Information attached to this Certificate

- All relevant documentation including installation certificates **must be attached**.

7 Privacy Notification

The personal information that Council is collecting from you on this application form is personal information for the purposes of the *Privacy and Personal Information Protection Act 1998* ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the file in which the Application will be filed. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. Council is collecting this personal information from you in order to comply with the requirements of the legislation under which the Application is made. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council on telephone 4227 7111.

8 To Return this Form

You may return this form by mail, by fax or by email. The relevant addresses are shown below:

By Mail: The General Manager
Wollongong City Council
Locked Bag 8821
WOLLONGONG DC NSW 2500

By fax: (02) 4227 7048

By email: council@wollongong.nsw.gov.au