

NOTICE TO APPOINT A REPLACEMENT PRINCIPAL CERTIFIER (PC)



Fair
Trading

ABN 81 913 830 179

Use this form if **ALL of the following parties** agree to replace the PC for the development:

- the person eligible to appoint the PC (the person with the benefit of the development consent or complying development certificate); and
- the current PC; and
- the proposed replacement PC.

Do not send this notice to Fair Trading.

The **replacement PC** must send this notice to the council (unless the council is the replacement PC), and the consent authority if required, within two days of the replacement PC being appointed.

✓	Checklist: have you included...?
<input type="checkbox"/>	Signatures of the person eligible to appoint the PC, the current PC and proposed replacement PC
<input type="checkbox"/>	A copy of the Notice of Appointment for the current PC (if you do not have this, ask your council for a copy) OR a statutory declaration confirming the appointment of the current PC

1. Details of the person eligible to appoint the Principal Certifier

(Person with the benefit of the development consent or complying development certificate)

Given name/s			
Surname			
Signature		Date signed	

Address

Business name (if applicable)				
Unit/ street no.		Street		
Suburb		State		Postcode

Contact details

Phone	
Mobile	
Email	

2. Details of the development

Development address

Unit/ street no.		Street	
Suburb		State	Postcode

Brief description of the development:

Development consent or complying development certificate

No. of the development consent or complying development certificate	
Date of issue	
Name of party who issued the development consent or /complying development certificate?	

3. Details of current Principal Certifier

Council			
Signature of authorised council officer		Date signed	

OR

Individual registered certifier

Given name/s			
Surname			
Registration no.			
Signature		Date signed	

OR

Registered body corporate

Name of registered certifier director			
Signature of registered certifier director		Date signed	

ATTACH a copy of the Notice of Appointment for the current PC (if you do not have this, ask your council for a copy)

OR

A statutory declaration confirming the appointment of the current PC.

4. Details of replacement Principal Certifier

Council			
Signature of authorised council officer		Date signed	

OR

Individual registered certifier

Given name/s			
Surname			
Registration no.			
Signature		Date signed	

OR

Registered body corporate

Name of registered certifier director			
Signature of registered certifier director		Date signed	

5. Notify the council

Important: Do not send this notice to Fair Trading.

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