

FORM NO. _____
OFFICE USE ONLY

See reverse of form for instructions

PART A – DETAILS OF PERSON/COMPANY/ORGANISATION LIABLE TO PAY LEVY

PLEASE PRINT ALL DETAILS USING CAPITALS

Surname (if person) or Company/Organisation name

Given names (if person)

ABN (if applicable)

POSTAL ADDRESS No. and street or PO Box

Town/suburb

State Postcode Bus. hours phone

PART B – ADDRESS OF BUILDING/CONSTRUCTION WORK

Number and street

Town/suburb

State Postcode

Estimated start date D M Y Estimated finish date D M Y

PART C – DETAILS OF WORK – To be completed by consenting/certifying authority with whom plans lodged for approval

Local Council Area

¹ DA/CC/CDC No.

Estimated value of work (see note on back) \$: Levy payable \$:

¹ If you have provided a CC above, please provide DA number here

Signature of Officer/Private Certifier _____ Date D M Y

Name of Officer/Private Certifier _____ Business hours phone

PART D – DETAILS – To be completed by Dept/Authority where applicable – see reverse

Department/Authority

Contract/DA No (circle which) Contract amount \$:

Levy payable \$:

Contact person (Print) _____ Phone number

Contact person (Signature) _____ Date D M Y

PART E – DECLARATION – To be signed by person liable to pay levy or authorised officer if company/organisation

Any false or misleading information provided on this form may result in prosecution under Section 58A.
I hereby declare that the information provided on this form is true and correct to the best of my knowledge

Name _____ Signature _____ Date D M Y

PART F – TO BE COMPLETED WHERE APPLICABLE – SEE REVERSE

Exemption Approval Certificate No. _____



LEVY PAYMENT FORM

The levy rate is 0.35% of the cost of building work valued at \$25,000 or more (inclusive of GST). Where sending payment by mail a cheque/money order should be used. If paying at Corporation Office, cash or cheque/money order is acceptable (no cards).

INSTRUCTIONS

When completing this form, please print all details using CAPITAL LETTERS and write within the boxes.

PART A – DETAILS OF PERSON/COMPANY/ORGANISATION LIABLE TO PAY LEVY

To be filled in by the person liable to pay the levy if this is an individual. If a company or organisation, an authorised officer should fill in.

PART B – ADDRESS OF BUILDING/CONSTRUCTION WORK

The person completing Part A should also complete this section. Show the address where the building/construction work is to take place and include an estimated date for start and completion of the work.

PART C – DETAILS OF WORK – To be completed by consenting/certifying authority with whom plans lodged for approval

DA – Development Approval under the Local Government Act 1993 or Development Consent under Environmental, Planning and Assessment Act 1979

CC – Construction Certificate under the Environmental, Planning and Assessment Act 1979

CDC – Complying Development Certificate under the Environmental, Planning and Assessment Act 1979

Estimated Value of work – The value must relate to the DA/CC/CDC appearing above

This section is to be completed by an officer of the Council or accredited certifier with which plans are lodged for approval.

The Consenting/Certifying Authority is to indicate whether a Development Application, Construction Certificate or Complying Development Certificate has been submitted by circling either "DA", "CC" or "CDC" on the form, and include estimated value of the building work covered by the application. The levy payable should also be included. It can be worked out by multiplying the value of the work by 0.35%. When calculating the levy round down to the nearest dollar eg. $\$485,260 @ 0.35\% = \1698.41 , levy = \$1698.

This section should also be signed and dated by the Council Officer or accredited certifier who completes it.

PART D – DETAILS – To be completed by Dept/Authority where applicable

"This section is to be completed where approval granted by a Crown body or body established by an Act of parliament (other than local councils)."

Please include the contract or DA number (if applicable), the contract/DA amount, levy payable (at 0.35% of the contract/DA amount) inclusive of GST. This section should be signed and dated by an authorised officer of the Department/Authority who should also print their name and contact number in the space indicated.

PART E – DECLARATION – To be signed by person liable to pay levy or authorised officer if company/organisation

Must be signed and dated by the person, or authorised officer of the company/organisation, liable to pay the levy.

NOTE: Any false or misleading information provided on this form may result in prosecution under Section 58A of the Building and Construction Industry Long Service Payments Act 1986, (as amended).

PART F – TO BE COMPLETED WHERE APPLICABLE

"Owner Builders or Non-profit organisations who have obtained a partial levy exemption should enter the Exemption Approval Certificate No. in this section."