

An owner builder may claim a partial exemption from the levy
for the work personally performed by the owner builder.

See reverse of form for instructions

PART A – DETAILS OF PERSON LIABLE TO PAY LEVY

PLEASE PRINT ALL DETAILS USING CAPITALS

Surname

Given names

POSTAL ADDRESS
No. and street or PO Box

Town/suburb

State Postcode

Business hours phone number

Owner Builder Permit No.

COPY OF OWNER BUILDER PERMIT MUST BE ATTACHED

PART B – ADDRESS OF BUILDING/CONSTRUCTION WORK

Number and street

Town/suburb

State Postcode

PART C – COUNCIL DETAILS

Local Council Area

DA/CC/CDC No (circle which)

Estimated value of work
(see reverse) \$:

Estimated value of work personally
performed by Owner Builder \$:

DO NOT MAKE ANY PAYMENT WITH THIS APPLICATION

PART D – REFUND (if applicable)

Amount paid \$: Date paid D M Y

Where paid (tick one box only) COUNCIL INDICATED IN PART C ABOVE LONG SERVICE PAYMENTS CORPORATION

ELSEWHERE (PLEASE STATE) _____

COPY OF RECEIPT MUST BE ATTACHED

PART E – DECLARATION – Any false or misleading information could result in prosecution under Section 58A

This application must be signed by the Owner Builder and copy of OWNER BUILDER PERMIT attached
I declare that the information provided on this form is true and correct to the best of my knowledge

Name _____ Signature _____ Date D M Y



APPLICATION FOR PARTIAL LEVY EXEMPTION – OWNER BUILDER

- An Owner Builder may claim a partial exemption from the levy for the work personally performed by the Owner Builder
- The maximum reduction in the levy is 50%
- Irrespective of the partial levy exemption, the minimum levy payable cannot be reduced below \$50.00
- In normal circumstances applicants should apply to the Corporation before any levy is paid
- **Where partial exemption is sought after paying the levy, such application must be made to the Corporation *within 3 months of payment.***

INSTRUCTIONS

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

PART A – DETAILS OF PERSON LIABLE TO PAY LEVY

To be filled in by the Levy Payer. Please be sure to include a business hours contact phone number.

A COPY OF YOUR OWNER BUILDER PERMIT MUST BE ATTACHED TO THIS APPLICATION

PART B – ADDRESS OF BUILDING/CONSTRUCTION WORK

Show the address where the building/construction is to take place. The address on the application must be the same as the site address on the Owner Builder Permit.

PART C – COUNCIL DETAILS

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

Indicate Local Council details including Development Application/Consent, Construction Certificate OR Complying Development Certificate Number.

The **Estimated value of work** should be the value accepted by the consenting authority.

There **must be a voluntary component** of the work personally performed by the Owner Builder to be eligible for the partial exemption.

DO NOT MAKE ANY PAYMENT WITH THIS APPLICATION

PART D – REFUND (IF APPLICABLE)

This section is to be completed only when partial levy exemption is sought after paying the levy. Such application **MUST be made to the Corporation within 3 months of payment.**

PLEASE ATTACH A COPY OF RECEIPT SHOWING PROOF OF PAYMENT OF LEVY

PART E – DECLARATION – Any false or misleading information could result in prosecution under Section 58A

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). This application must be signed by the Owner Builder.