

GMA Certification Group

BUILDING SURVEYORS

ACN 150 435 617

Leaders in Building Certification Services

P: 1300 851 852 E: admin@gmacert.com.au
P.O. Box 2760, Nerang Qld 4211



TERMS OF ENGAGEMENT

Building Certification

By completing this document, you (**Client**) are acknowledging that you have appointed GMA Certification Group (**Building Surveyor**) to provide:

- Pre-application Services for the Project; and
- the Development Application Assessment Services for the Project,

and are entering into an agreement with the Building Surveyor as to the terms and conditions which apply to Pre-application Services and the Development Application Assessment Services (together, “the Services”).

SCHEDULE

Client Details			
Name			
ABN <i>if applicable</i>		Contact Name <i>if applicable</i>	
Telephone		Mobile	
Email Address			
Postal Address			
Signature			
Project Details			
Detailed Description			
Site Address			
Is any portion of the Project “as constructed”?	☐ Yes ☐ No		
Is the Project to be undertaken as “owner builder”	☐ Yes ☐ No		
Is the Project subject to any show cause or enforcement?	☐ Yes ☐ No		
Agreement Details			
Fee	Fees are detailed on your Quotation / Tax Invoice.		
Date of Agreement			

www.gmacert.com.au

BUILDING APPROVALS & INSPECTIONS

BUILDING CERTIFICATION

ENERGY EFFICIENCY ASSESSMENTS

TOWN PLANNING

Gold Coast

Caboolture

Townsville

Cairns

Port Douglas

Childers

Kingscliff

1. THE SERVICES

1.1 The Pre-application Services include, as relevant for the Project:

- 1.1.1 the Building Surveyor acting as your consultant to review and, as relevant, obtain all relevant documents and approvals to enable a development application to be submitted under the Planning Act; and
- 1.1.2 confirming that all statutory and other requirements are met for a development application to be submitted under the Planning Act.

1.2 Work completed pursuant to clause 1.1 above does not constitute submission of a development application to the Building Surveyor as Assessment Manager or otherwise under section 50 of the Planning Act.

1.3 The Pre-application Services exclude:

- 1.3.1 formal submission of a development application under the Planning Act and acting as the Assessment Manager for the application; and
- 1.3.2 any assessment or determination of a development application for the Project.

1.4 The Development Assessment Services include, as relevant for the Project:

- 1.4.1 formal submission of a properly made development application under the Planning Act and all functions of the Assessment Manager for that application;
- 1.4.2 assessment of the development application for the Project against the National Construction Code and the Queensland Development Code under the Building Act;
- 1.4.3 inspections required for the Project by the Building Act or otherwise before, during construction and at completion;
- 1.4.4 determining the development application for the Project in accordance with the Building Act;
- 1.4.5 providing regulatory advice on the Project;
- 1.4.6 managing the development application for the Project.

1.5 The Development Application Assessment Services exclude:

- 1.5.1 building design or advice for the Project beyond development application management or regulatory advice;
- 1.5.2 drafting plans or any other documents required for the development application;
- 1.5.3 matters pertaining to Building Quality
- 1.5.4 any guarantee by the Building Surveyor that the Project will obtain certification under the Building Act;
- 1.5.5 any act or activity deemed by the Building Surveyor to be contrary to the requirements of the Act, the code of conduct for building certifiers adopted under the Building Act, the Planning Act or other legislation as relevant to the Project.

1.6 The Client acknowledges that the Building Surveyor is subject to the requirements of the Planning Act, the Building Act and the code of conduct for building certifiers adopted under the Building Act. This means that the Building Surveyor is obligated by law to act in the public interest at all times and must assess the Project on its merits and in strict accordance with law. As a result, the Client understands that the Building Surveyor's obligations are to assess the Project and comply with the Planning Act and the Building Act, and this means that the Building Surveyor cannot guarantee that the Project will be approved and that the Building Surveyor may be required to act against the Client's interests.

1.7 The Client acknowledges that the Building Surveyor may engage in any other business, occupation or activity during the Term, provided that does not detrimentally affect the performance of the Services.

1.8 During the performance of Pre-application Services, the Building Surveyor may terminate this agreement at any time, acting reasonably.

1.9 During the performance of Development Application Assessment Services, if the Client engages another person to provide services substantially the same as the Development Application Assessment Services in respect of the Project, then the Building Surveyor may terminate this agreement.

1.10 The Client acknowledges and agrees that any instructions provided to the Building Surveyor for the supply of the Services constitutes acceptance of the terms and conditions contained in this agreement.

2. DELIVERY OF THE SERVICES

The Building Surveyor may subcontract or licence all or part of its obligations under this agreement without prior notice to the Client.

3. FEE

3.1 Unless otherwise agreed, payment of the fee is required on issue of your Tax Invoice. Overdue payments will attract interest of 24% per annum. The relevant Fee (and any applicable interest) must be paid prior to the relevant Services being delivered.

3.2 Any enforcement action required to be undertaken pursuant to any legislation will be charged on a cost recovery basis.

3.3 The Building Surveyor reserves the right to change the Fee in the event of a variation to the scope of work for the Services. Any variation from the plan of scheduled works or specifications (including, but not limited to, any variation due to unforeseen circumstances, or as a result of increases to the Building Surveyor in the cost of materials and labour) will be charged for on the basis of the Building Surveyor's fee proposal and will be shown as variations on the invoice. Payment for all variations must be made in full at their time of completion.

3.4 Payment will be made by cash, or by cheque, or by bank cheque, or by direct credit, or by any other method as agreed to between the Client and the Building Surveyor.

3.5 Receipt by the Building Surveyor of any form of payment other than cash does not constitute payment until that payment has been honoured, cleared or recognised by the building surveyor.

3.6 GST, other taxes, duties, disbursements and applicable government and council fees and charges will be added to the Fee other than where they are expressly included in the Fee.

4. INTELLECTUAL PROPERTY AND DATA

4.1 Nothing in this agreement affects the Intellectual Property Rights of either party, except as set out in this clause.

4.2 The Client grants the Building Surveyor an unrestricted, royalty free licence to use and manipulate all Intellectual Property Rights in any Data which the Client provides to the Building Surveyor to the extent reasonably necessary for the Building Surveyor to perform the Development Application Assessment Services.

4.3 The Client warrants that any Data provided by it to the Building Surveyor will not infringe the Intellectual Property Rights of any person. The Client indemnifies the Building Surveyor against any direct loss, costs, expenses, demands or liability arising out of a claim by a third party against the Surveyor alleging that such Data infringes any such Intellectual Property Rights.

5. INDEMNITY AND EXCLUSION OF LIABILITY

5.1 The Building Surveyor must indemnify the Client and its employees, officers and contractors against all claims, demands, expenses, loss or damage in respect of loss or damage to any property, or the death of or personal injury to any person, caused or contributed to by the Building Surveyor, a breach by the Building Surveyor of this agreement, a wilful unlawful or negligent act or omission of the Building Surveyor, and any claim action or proceeding by a third party against the Client or its employees officers and contractors caused or contributed to by the Building Surveyor.

5.2 This indemnity is reduced by the extent to which the Client contributes to the event giving rise to the claim for the indemnity.

5.3 The Building Surveyor must perform the Services at its own risk in all things and releases the Client and its employees, officers, members and contractors from all claims, actions, proceedings, costs, expenses, losses, suffering, illness and liabilities incurred by the Building Surveyor or its employees, agents, subcontractors, third parties, and customers which arise from the performance of the Assessment Services.

5.4 Notwithstanding any other provision in this agreement, the Building Surveyor is not liable to the Client, nor is it required to indemnify the Client, for any loss or damage suffered by the Client or for any claim against the Client (howsoever arising) for economic, indirect or consequential losses of any kind whatsoever.

5.5 The Client indemnifies the Building Surveyor and its employees, officers and contractors against all claims, demands, expenses, loss or damage in respect of loss or damage to any property, or the death of or personal injury to any person, caused or contributed to by the Client, a breach by the Client of this agreement, a wilful unlawful or negligent act or omission of the Client, and any claim action or proceeding by a third party against the Building Surveyor or its employees officers and contractors caused or contributed to by the Client.

5.6 The Client releases and holds harmless the Building Surveyor against all claims, demands, expenses, loss or damage arising

in connection with the Client's reliance on, or use of, any aspect of the Services, including advice, given to the Client by the Building Surveyor in a manner which is not contemplated or authorised by the Planning Act or the Building Act or otherwise not in accordance with any exclusions or assumptions given by the Building Surveyor.

6. MUTUAL WARRANTIES

Each party represents and warrants to the other that as at the date of this agreement:

- 6.1 all actions, conditions and things required to be taken, fulfilled and done by it in order to enable it to enter into, exercise its rights and perform its obligations under this agreement have been done; and
- 6.2 all Authorisations required for its entry into, exercise of its rights under, and performance of its obligations under this agreement have been obtained.

7. CLIENT WARRANTIES AND OBLIGATIONS

7.1 The Client warrants:

- 7.1.1 that any Data provided to the Building Surveyor is accurate and complete in all respects;
- 7.1.2 that, in performing the Services, the Surveyor acts with the Client's authority;
- 7.1.3 that no other person has been appointed to perform the Services in relation to the Project.

7.2 The Client must:

- 7.2.1 provide all information required by the Building Surveyor within the time specified by the Building Surveyor to enable the Building Surveyor to perform the Services;
- 7.2.2 provide all information required by the Building Surveyor within the time specified by the Building Surveyor to enable the Building Surveyor to perform the Services;
- 7.2.3 give the Building Surveyor such access to the Project and any relevant site as is required by the Building Surveyor to perform the Services.

8. FORCE MAJEURE

8.1 If a Force Majeure Event causes delay or failure by a party to perform its obligations under this agreement:

- 8.1.1 neither party is liable for such delay or failure; and
- 8.1.2 all obligations of a party under this agreement are suspended until the Force Majeure Event ceases to apply.

8.2 A party which is, by reason of a Force Majeure Event, unable to perform any obligation or condition required by this agreement must:

- 8.2.1 notify the other party as soon as possible giving:
 - 8.2.1.1 reasonably full particulars of the Force Majeure Event;
 - 8.2.1.2 the date of commencement of the Force Majeure Event and an estimate of the time required to enable it to resume full performance of its obligations; and
 - 8.2.1.3 where possible, the means proposed to be adopted to remedy or abate the Force Majeure Event;
- 8.2.2 use all reasonable diligence and employ all reasonable means to remedy or abate the Force Majeure Event as soon as possible;
- 8.2.3 resume performance as soon as possible after termination of the Force Majeure Event or after the Force Majeure Event abates to an extent which permits resumption of performance;
- 8.2.4 notify the other party when the Force Majeure Event terminates or abates to an extent which permits resumption of performance; and
- 8.2.5 notify the other party when resumption of performance occurs.

8.3 If a delay or failure under this clause exceeds 60 days, either party may immediately terminate this agreement by notice to the other party.

9. TERMINATION

9.1 Termination occurs:

- 9.1.1 pursuant to clauses 1.8 and 1.9 above and upon the Building Surveyor giving notice confirming the grounds of termination; or

- 9.1.2 upon either party serving the other with a notice of discontinuing engagement to the Client; or

- 9.1.3 if the development application for the Project lapses.

9.2 Notwithstanding any other provision of this agreement, the Client must pay the Building Surveyor the Fee within 14 days of the termination of this agreement, or such part of the Fee which is, at that time, unpaid.

9.3 Termination of this agreement under this clause does not affect any accrued rights or remedies of either party.

9.4 The Client acknowledges and agrees its obligations to comply with the Building Act insofar as it concerns termination of this agreement.

10. CONFIDENTIAL INFORMATION

Subject to the Planning Act and the Building Act, each party agrees that it will not use any Confidential Information of the other party or allow any Confidential Information of the other party to be used for any purpose, except for the purposes of and in the manner contemplated by this agreement, and agrees that it will keep confidential, take reasonable steps to ensure that the party's officers and employees do not disclose to a third party, maintain proper and secure custody of and not use or reproduce in any form, any Confidential Information belonging to the other party.

11. INSURANCE

11.1 The Building Surveyor must maintain at all times during the Term all insurances required by Law or this agreement.

11.2 The Building Surveyor must produce evidence of those insurances to the Client upon reasonable request.

11.3 The Building Surveyor must not allow any act or omission which would make any such policy of insurance void or unenforceable.

12. DISPUTE RESOLUTION

12.1 General

- 12.1.1 A party must not commence arbitration or court proceedings (except for urgent equitable or injunctive relief) in respect of a dispute under this agreement, unless it first attempts to resolve the dispute by negotiation and mediation under this clause.

- 12.1.2 A party claiming that a dispute has arisen under this agreement must give written notice to the other party specifying the nature and details of the dispute.

12.2 Negotiation

- 12.2.1 On receipt of that notice by the other party, the parties must negotiate in good faith to resolve the dispute.

- 12.2.2 If the parties are unable to resolve the dispute within 10 Business Days, they must promptly refer the dispute:

- 12.2.2.1 in the case of the Client to the Client's representative; and

- 12.2.2.2 in the case of the Building Surveyor, to their representative.

- 12.2.3 Those persons must meet to resolve the dispute and must be authorised to resolve the dispute.

12.3 Mediation

- 12.3.1 If those persons are unable to resolve the dispute within 10 Business days of referral, a party may refer the dispute for mediation under the mediation rules of the Resolution Institute to a mediator agreed by the parties; or if the parties are unable to agree a mediator within 5 Business Days, a mediator nominated by the Resolution Institute.

- 12.3.2 The role of a mediator is to assist in negotiating a resolution of the dispute. A mediator may not make a decision that is binding on a party unless that party has agreed in writing.

- 12.3.3 Any information or documents disclosed by a party under this clause must be kept confidential and may not be used except to attempt to resolve the dispute.

- 12.3.4 Each party must bear its own mediation costs. The parties must bear equally the costs of any mediator.

12.4 Performance

- If possible, each party must perform its obligations under this agreement during negotiations, mediation and arbitration.

13. MISCELLANEOUS

13.1 Entire agreement

- This agreement constitutes the entire agreement between the parties about its subject matter and supersedes any prior

understanding, agreement, condition, warranty, indemnity or representation about its subject matter.

13.2 Waiver

A waiver of a provision of or right under this agreement must be in writing signed by the party giving the waiver and is effective only to the extent set out in the written waiver.

13.3 Exercise of power

13.3.1 The failure, delay, relaxation or indulgence by a party in exercising a power or right under this agreement is not a waiver of that power or right.

13.3.2 An exercise of a power or right under this agreement does not preclude a further exercise of it or the exercise of another right or power.

13.4 Survival

Each indemnity, obligation of confidence and other term capable of taking effect after the expiration or termination of this agreement, remains in force after the expiration or termination of this agreement.

13.5 Governing law

This agreement is governed by the law in Queensland and is subject to the jurisdiction of the Courts in Queensland.

13.6 Consumer Law

13.6.1 Nothing in this agreement is intended to have the effect of contracting out of any applicable provisions of the *Competition and Consumer Act 2010* (Cth) or the *Fair Trading Act 1989* (Qld) (including any substitute to those Acts or re-enactment of them), except to the extent permitted by those Acts, where applicable.

13.6.1 Where the Client buys the Services as a consumer these terms and conditions shall be subject to any laws or legislation governing the rights of consumers and shall not affect the consumer's statutory rights.

14. NOTICES

14.1A notice, demand, consent, approval or communication under this agreement (Notice) must be in writing, in English and signed by a person authorised by the sender and hand delivered or sent by prepaid post or email to the recipient's address or email address specified in the Schedule, as varied by any Notice given by the recipient to the sender.

14.2A Notice is deemed to be received:

14.2.1 if hand delivered, on delivery;

14.2.2 if sent by prepaid post, two Business Days after posting (or seven Business Days after posting if posting to or from a place outside Australia);

14.2.3 if sent by email, at the time deemed to be the time of receipt under the *Electronic Transactions (Queensland) Act 2001* (Qld) or *Electronic Transactions Act 1999* (Cth) if the notice was being given under a law of the Commonwealth of Australia.

However if the Notice is deemed to be received on a day that is not a Business Day or after 5:00pm, the Notice is deemed to be received at 9:00am on the next Business Day.

15. DEFINITIONS AND INTERPRETATION

15.1 Definitions

In this agreement:

15.1.1 **Authorisation** means any authorisation, agreement approval, licence, permit, consent, qualification, accreditation, filing, registration, certificate, resolution, direction, declaration or exemption and any renewal and variation of them by or with a Governmental Agency.

15.1.2 **Building Act** means the *Building Act 1975* (Qld).

15.1.3 **Building Quality** means any matter that could or might be a defective item with respect to any contract between the Client and another party which defines the standards of work to be achieved pursuant to that contract with respect to the Project but does not include matters which relate to conformance by the Project to technical standards including the National Construction Code.

15.1.4 **Building Surveyor** means the person identified as such on the front page of this agreement.

15.1.5 **Business Day** means a day which is not a weekend or public holiday in Queensland.

15.1.6 **Confidential Information** means any documentation or information of a confidential nature supplied by either party to the other in connection with this agreement and

includes all scientific, technical, manufacturing, performance, sales, financial, commercial, contractual or marketing information possessed by a party but excludes any documentation or information which has been previously published or otherwise disclosed to the general public or is required to be disclosed by law.

15.1.7 **Data** means information directly or indirectly relating to this agreement and/or the Services and includes software (including source code and object code versions) manuals, diagrams, graphs, charts, projections, specifications, estimates, records, concepts, documents, accounts, plans, formulae, designs, methods, techniques, processes, supplier lists, price lists, market research, information, correspondence, letters, warranties and manufacturer's information and data sheets, personal identification numbers (PINS) and access codes for security and alarm systems, and papers of every description including all copies of and extracts from them.

15.1.8 **Development Application Assessment Services** is defined in Clause 1 to this agreement.

15.1.9 **Fee** is defined in the Schedule.

15.1.10 **Force Majeure Event** means an event beyond the reasonable control of the parties which precludes a party from performing on time an obligation under this agreement. Such circumstances include:

15.1.10.1 acts of God, lightning strikes, earthquakes, floods, storms, explosions, fires and any natural disaster; and

15.1.10.2 acts of war, acts of public enemies, terrorism, riots, civil commotion, malicious damage, sabotage and revolution.

15.1.11 **Intellectual Property Rights** includes property and rights in respect of or in connection with copyright (including future copyright and rights in the nature of or analogous to copyright), know-how, trade mark, service mark, design, inventions (including patents), semiconductor or circuit layout rights, trade, business or company names, or other proprietary rights, or any rights to registration of such rights (including all renewals and extensions) whether created before or on or after this agreement.

15.1.12 **law** means any statute, regulation, order, rule, subordinate legislation or other document enforceable under any statute, regulation, order, rule or subordinate legislation.

15.1.13 **Pre-application Services** is defined in clause 1.

15.1.14 **Planning Act** means the *Planning Act 2016* (Qld)

15.1.15 **Term** means the period starting on the date that the Client accepts the terms and conditions of this agreement as per clause 1 and concluding upon the completion of the Services or Termination, whichever occurs first.

15.2 Interpretation

In this agreement, unless the context otherwise requires: headings do not affect interpretation; the Schedule forms part of the agreement and is correct; singular includes plural and plural includes singular; words of one gender include any gender; a reference to a party includes its executors, administrators, successors and permitted assigns; a reference to a person includes a partnership, corporation, association, government body and any other entity; a reference to this agreement includes any schedules and annexures to this agreement; an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally; an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally; a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it; a provision is not construed against a party only because that party drafted it; an unenforceable provision or part of a provision may be severed, and the remainder of this agreement continues in force, unless this would materially change the intended effect of this agreement; the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions; an expression defined in the Planning Act or the Building Act has the meaning given by that Act at the date of this agreement; an expression defined in the *Corporations Act 2001* (Cth) or the *A New Tax System (Goods and Service Tax) Act 1999* (Cth) has the meaning given by that Act at the date of this agreement.



Leaders in Certification Services

Ph: 1300 851 852 E: admin@gmacert.com.au
P O Box 2760, Nerang Qld 4211

Mandatory Pre-Application Information Sheet

Please ensure you complete this Application Sheet in full, as every Section of the Application Form is Mandatory. Blank spaces may delay the progression or issue of your Building Approval.

1. APPLICANT DETAILS:					
<i>Please note that the Applicant noted below will be the primary contact for all communication.</i>					
Company and/or Contact Name:					
Postal Address:					
Email Address:					
Contact Phone Number:					
2. LANDOWNER DETAILS:			☐ Tick if the Landowner Details are the same as the Applicant above		
Company and/or Contact Name:					
Postal Address:					
Email Address:					
Contact Phone Number:					
3. BUILDER DETAILS:			☐ Tick if the Builder Details are the same as the Applicant above ☐ Tick if the Builder Details are the same as the Landowner above		
Company Name and/or Contact Name:					
QBCC Licence Number or Owner Builder Number:					
Postal Address:					
Email Address:					
Contact Phone Number:					
4. OWNER BUILDER:			5. LICENSED BUILDER ENGAGED/TO BE ENGAGED:		
☐ Yes (Please attach a copy of your Owner Builder Permit) ☐ No			☐ Yes (Please attached a copy of the QBCC Insurance Certificate and QLeave Certificate if applicable) ☐ No		
HAS CONSTRUCTION COMMENCED OR BEEN COMPLETED FOR ANY OF THE STRUCTURES TO BE APPROVED?			☐ YES – (Description) ☐ NO		
MONETARY VALUE OF THE PROPOSED/AS BUILT BUILDING WORK?			\$		
IS THIS APPLICATION AS A RESULT OF A COUNCIL ISSUED 'SHOW CAUSE NOTICE'?			☐ YES – (Please attach copy of the Show Cause Notice) ☐ NO		
ARE THERE ANY DEVELOPMENT APPLICATIONS OR CURRENT APPROVALS?			☐ YES – (Please attach copy of any/all current Approvals) ☐ NO		
6. SITE/PROPERTY DETAILS:					
Lot and Plan Number (From Council Rates Notice):					
Street Number and Street Name & Suburb:					
Drainage:	Mains Sewered:	☐ Yes ☐ No	Unsewered/Septic:	☐ Yes ☐ No	
Water:	Mains Water:	☐ Yes ☐ No	Tank:	☐ Yes ☐ No	
Size of Property:		m2	Single or Double Storey:		
Local Council:			Proposed new Floor Area:		m2
EXISTING STRUCTURE/S ON THE PROPERTY:		☐ Yes – (Please list) ☐ No			

www.gmacert.com.au

BUILDING APPROVALS & INSPECTIONS

BUILDING CERTIFICATION

ENERGY EFFICIENCY ASSESSMENTS

TOWN PLANNING

Gold Coast

Caboolture

Townsville

Cairns

Port Douglas

Childers

Kingscliff



Liability Limited By a Scheme Approved Under Professional Standards Legislation
Member Australian Institute of Building Surveyors Professional Standards Scheme

7. PROPOSED BUILDING WORK (ALL Buildings and/or Structures are to be included)			
COMMERCIAL:	☐ Yes	RESIDENTIAL:	☐ Yes
INTENDED USE OF PROPOSED BUILDING/S:		<i>(Description)</i>	
☐ New Dwelling	☐ Secondary Dwelling	☐ Dual Occupancy Duplex	☐ Dual Occupancy Auxiliary Unit (Logan Only)
☐ Dwelling Additions/Alteration	☐ Shed	☐ Farm Shed	☐ Retaining Wall/s
☐ Deck/Roofed Deck	☐ Car Port	☐ Patio/Pergola/Gazebo	☐ Garage
☐ Swimming Pool		☐ Swimming Pool Fence Only	
☐ Other <i>(Description)</i>			
8. BUILDING MATERIALS:			
EXTERNAL WALLS:	☐ Double Brick ☐ Brick Veneer ☐ Timber	☐ Steel ☐ Stone/Concrete ☐ Fibre Cement	☐ Aluminium ☐ Other <i>(please specify)</i>
FRAME:	☐ Steel ☐ Aluminium	☐ Timber	☐ Other <i>(please specify)</i>
FLOOR:	☐ Concrete	☐ Timber	☐ Other <i>(please specify)</i>
ROOF COVERING:	☐ Aluminium ☐ Tiles	☐ Steel	☐ Other <i>(please specify)</i>
9. GMA are duly Authorised to carry out and/or obtain the following on behalf of the Applicant? (Applicant/Client to be Invoiced):			
Plumbing & Drainage Application:	☐ Yes ☐ No	Water Connection Application:	☐ Yes ☐ No No. Of Meters:
Driveway Crossover: Standard or Non-Standard <i>(Please specify)</i>	☐ Yes ☐ No	Form 19 (Lockyer Valley Only):	☐ Yes ☐ No
Referral Agency Application (GIA, Relax, Build near Services):	☐ Yes ☐ No	Bushfire Attack Level Assessment (BAL):	☐ Yes ☐ No
10. DECLARATION THE INFORMATION PROVIDED ON THIS FORM IS TRUE AND CORRECT:		☐ Yes	
11. SIGNATURE OF APPLICANT:			
12. DATE:			
Do you give consent to GMA Certification Group to use and publish images from your project at times, during and after your engagement. This includes usage in any of GMA Certification Group publications and materials (including written, electronic, or multimedia materials) for distribution anywhere in the world, for promotional or reporting purposes, during and after your engagement. Note that GMA will not publish the address or client details. ☐ Yes ☐ No			

This Form will be used to complete the DA Form 2 and/or DA Form1 (if required) under Section 282 of the Planning Act 2016, on your behalf and retains the same rights. By completing and signing this Document you agree that all Information provided is true and correct and that you consent to receive future electronic communications from the Assessment Manager and any Referral Agency for the Development Applications where written Information is required or permitted, pursuant to Sections 11 and 12 of the Electronic Transactions Act 2001. (NB: It is unlawful to intentionally provide false or misleading information)

GMA take no responsibility for details of Development Applications and/or Approvals, should information be omitted or incorrectly provided. Associated costs for further Applications and/or Amendments will be Invoiced to the Applicant/Client where applicable.

www.gmacert.com.au