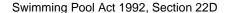
Request for Certificate of Compliance





Use this form to apply for a certificate under Section 22D of the Swimming Pool Act 1992. Pool owners are required to register the pool on the <u>NSW Swimming Pool Register</u> prior to submitting this application.

It is highly recommended that pool owners undertake a detailed self-assessment of the swimming pool as outlined in the checklists provided by the <u>NSW Swimming Pool Register</u> prior to submission of this form. City of Newcastle's (CN) Customer Service Centre will contact you for payment once your application has been lodged.

been lodged	l .					
Part 1: Applicant Details						
Name or Company						
ABN (Required if company)						
Email						
Phone						
Postal Address						
Contact Person (if company)						
Will your correspondence be 'care of' another company? Yes No, proceed to Part 2						
Name or Company						
ABN (Required if company)						
Phone						
Email						
Postal Address						
Part 2: Property Details						
Unit No			House No		Street Name	
Suburb	rb				Post Code	
If known:						
Lot (s)			Section			
Deposited Plan					Strata Plan	

Part 3: Details of the pool and registration details							
A copy of your 'Certificate of Registration from the NSW Swimming Pool Register must be submitted with							
your application, please note your application cannot proceed if Certificate of Registration is not attached.							
Pool Registration	Number						
Copy of Certificate	e of Registration atta	ched	Yes No				
Approval number	for the erection of the	e pool		Date Erected			
(if known)				Date Erected			
Type of Pool	Indoor	Outdo	or Above Ground	In Ground	d Spa pool		
Part 4: Purpose of application							
Premises	with swimming pool a	and/ or sp	pa to be sold				
Premises with swimming pool and/ or spa to be leased							
Owner see	Owner seeking confirmation that existing swimming pool and or spa complies with relevant						
provisions	of Swimming Pools	Act and F	Regulation				
Premises	Premises with a swimming pool and/ or spa on which there is tourist and visitor accommodation or						
there are r	more than 2 dwelling	s*					
*Mandatory Swimming Pool Application, SPM number (if known):							
Part 5: Who is responsible for providing City of Newcastle access to the property?							
Name							
Phone:							
Email							
Part 6: Probity							
Parties include owners, applicants and companies.							
Are parties with pecuniary or non-pecuniary interest?							
a) A staff member, councillor, contractor or related to someone who is a staff member, councillor,							
contractor	contractor of CN?						
Yes	Yes. If yes, state the relationship:						
No	No						
b) A State or	Federal Member of I	Parliamer	nt?				
Yes	Yes. If yes, state the relationship:						
No							

Part 7: Owner Details

i) Who signs the form?

- All owners of the subject property.
- If the owner is a company a director, secretary, or authorised delegate.
- If the property is strata titled and relates to the entire strata the authorised delegate of the Owner's Corporation.
- If the property is strata titled and relates only to a single lot in the strata all owner/s of the particular lot.
- If Crown land an authorised officer of the relevant government authority must sign the application.
- If signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach any available evidence (e.g., power of attorney, executor, trustee, company director).
- If signing on behalf of a corporate body or company, the application should be signed by an authorised person under common seal and the position of that person in the corporate body or company must be stated on the form. Alternatively, the Common Seal is not required if two Directors or authorised persons sign the application form, or if you are a sole Director.

ii) Owners Consent

As owner/s of the land to which this application relates, I/we consent to this application.

I/we also give consent for authorised CN officers to enter the land to carry out inspections.

Owner 1				
Name				
Phone				
Email				
Address				
Signature	or Digital Signature			
Owner 2 (if applicable)				
Name				
Phone				
Email				
Address				
Signature	or Digital Signature			

How to lodge your application

Lodgement Methods

Email Mail In person

Enter the address of the property and the type of application (i.e., 'Request for Certificate of Compliance' in the subject line of the email. Emails are to be sent

to applications@ncc.nsw.gov.au

City of Newcastle PO Box 489 Newcastle NSW 2300 At the Customer Service Centre, located at 12 Stewart Avenue Newcastle West NSW 2302.

Fees

Fees are charged as per CN's <u>Fees and Charges</u> document. CN's Customer Service Centre will contact you for payment once your application has been lodged. Your application is not considered lodged until the required fees have been paid.

Protecting your privacy

City of Newcastle (CN) is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and CN's Privacy Management Plan.

Purpose of collection: To enable CN as the consent authority to assess your application.

Intended recipients: CN staff and other government agencies that may be required to

assess the application

Supply: The information is a statutory requirement related to the assessment

of the application.

Consequence Your application may not be accepted or processed due to a lack of

of non-provision: information.

Storage and Security: City of Newcastle, 12 Stewart Avenue Newcastle West NSW 2302 will

store details of the application. Individuals can access the details of the

application under the Government Information (Public Access) Act

2009.

Access: Your information can be checked for accuracy by calling (02) 4974 2000.

City of Newcastle

Phone: 02 4974 2000

Address: 12 Stewart Avenue Newcastle West NSW 2302