QUEENSLAND BUILDING AND CONSTRUCTION COMMISSION

SAFER BUILDINGS
FORM 43 – PROOF OF AGENCY

INFORMATION REGARDING APPROVED FORM

The information collected in this form is required under the applicable legislation listed: *Building Act 1975 (QLD)* (the Act) section 254 and *Building Regulation 2006 (Qld)* (the Regulation) section 16ZN.

A building owner can engage an agent to act on their behalf to complete the required steps to comply with the Regulation. Before the agent does an act for the owner, this form must be completed, and uploaded into the safer buildings combustible cladding checklist online system.

PENALTIES APPLY FOR NON-COMPLIANCE

Completing this form

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid — any amendments should be crossed out and initialled

Go to www.saferbuildings.qld.gov.au to submit this application

If you are a body corporate manager for a building which is subject to an Act listed in Part 4A of the *Building Regulation 2006* complete parts 1,2,3,4b and 5 and attach a document evidencing your authority to act on behalf of the owner.

1. BUILDING DETAILS

Lot no ____ RP number ____ Plan no. ____

Street address (include no., street, suburb or locality) ____

State ____ Postcode ____

2. OWNER'S DETAILS

Building owner's full name ____

Contact person is: ☐ Building owner ☐ Building owner's authorised agent

Contact person's full name (if owner is a company or body corporate) ____

*Postal address ____

State ____ Postcode ____

(*All correspondence will be mailed to the address)

Contact phone ____ Fax ____

Email ____

3. AGENT'S DETAILS

Agent's full name (Contact person's name - if company) ____

*Postal address ____

State ____ Postcode ____

(*All correspondence will be mailed to the address)

Contact phone ____ Fax ____

Email ____

4A. DECLARATION FROM BUILDING OWNER

I

am the building owner, as defined in section 16O of the *Building Regulation 2006*, for the building described as

located at

I have engaged

to act on my behalf as my agent for the purposes of complying with Part 4A of the *Building Regulation 2006*.

I confirm that my agent has the actual authority to do anything necessary to comply with Part 4A of the *Building Regulation 2006* (Combustible Cladding) including, but not limited to:

- Registering my building on the Safer Buildings website
- Complying with the compliance timeframes
- Completing all of the required steps in the combustible cladding checklist including signing the required declarations on my behalf
- Engaging a building industry professional if required to assess my building
- Engaging a fire engineer if required to assess my buildings cladding and undertake a sampling of cladding
- Uploading required documentation into the combustible cladding checklist.

Full name of building owner

Signature

Date D D / M M / Y Y Y Y

4B. EVIDENCE OF AUTHORITY TO ACT – BODY CORPORATE MANAGER

I/we

have been appointed as the body corporate manager for (Scheme).

I/we have the authority to do anything necessary to comply with Part 4A of the *Building Regulation 2006* and have supplied documents to the QBCC which evidences my/our authority to act for the owner.

Attached is appointment document (please detail the document and relevant sections)

5. DECLARATION FROM AGENT

I ,

confirm that I have been appointed to act as an agent on behalf of

the building owner, for the building described as

located at

who has authorised me to do anything as necessary to comply with Part 4A of the *Building Regulation 2006* including, but not limited to:

- Registering my building on the Safer Buildings website
- Complying with the compliance timeframes
- Completing all of the required steps in the combustible cladding checklist including signing the required declarations on my behalf
- Engaging a building industry professional if required to assess my building
- Engaging a fire engineer if required to assess my buildings cladding and undertake a sampling of cladding
- Uploading required documentation into the combustible cladding checklist.

Full name of agent

Signature

Date D D / M M / Y Y Y Y

PRIVACY NOTICE. The Queensland Building and Construction Commission (QBCC) is collecting personal information as required under the *Building Regulation 2006*. This information may be stored by the QBCC and the Department of Housing and Public Works, and will be used for administration, compliance, statistical research and evaluation of combustible cladding risk. Your personal information may be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring combustible cladding risk. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.