

Safer Buildings Form 37 - Change of Building Ownership

Building Act 1975 (QLD) (the Act) section 261 and Building Regulation 2006 (Qld) (the Regulation) section 16ZD.

Obligations on original owner

Before ownership of the building changes, the original owner must

- Give the new building owner this form and a copy of each document already given to the QBCC under this legislation
- Give the QBCC a copy of this completed form.

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

Return your completed form and ALL required documents by:

Post: GPO Box 5099 Brisbane QLD 4001; **email:** qbcc.saferbuildings@qbcc.qld.gov.au (all required documents must be scanned and attached); or **in person**: QBCC Queensland service centres are listed on our website.

1. Previous Building Owner's Details If the owner is a corporation, trust, body corporate/management body, an 'authorised representative' as a contact person must be shown.	Building Owner's Name (in full) Contact Person is: Building Owner Building Owner Building Owner's authorised representative/agent
	Contact Person's Name (in full) Phone no. (business hours) Email address Postal address Postcode

2. New Building Owner's	Building Owner's Name (in full)
Details	
If the owner is a corporation, trust,	
body corporate/management body, an 'authorised representative' as a	
contact person must be shown.	Contact Person's Name (in full)
*note if the new building owner wishes	
to engage an agent to act on their	
behalf they will be required to complete the proof of agent form.	Phone no. (business hours) Mobile no.
complete the proof of agent form.	Phone no. (business hours) Mobile no.
	Email address
	Email address
	Postal address
	Postcode
3. Building description	Street address (Include no., street, suburb / locality & postcode)
The description must identify the	
subject building.	Postcode
The lot & plan details (eg. SP / RP) are shown on title documents or a	
rates notice.	Lot & plan details (attach list if necessary)
If the plan is not registered by title, provide previous lot and plan	
details.	
	In which local government area is the land situated?
4. Extent to which the original owner has complied with the combustible cladding checklist Attach copies of all documents and forms completed to date.	☐ No action taken to date
	Registered the building and completed Part 1 of the Combustible Cladding
	Checklist
	☐ Engaged a Building Industry Professional, and completed Part 2 of the
	Combustible Cladding Checklist
	Engaged a Fire Engineer and registered their details on the Safer Buildings
	website
	Obtained a Building Fire Safety Risk Assessment, Fire Engineer Statement and completed Part 3 of the Combustible Cladding Checklist
	completed i art o of the combustible clauding checklist

5. Declaration from previous building owner	I do solemnly and sincerely declare that, I have given copies of all documentation given to the QBCC under the <i>Building Regulation 2006</i> to the new owner. Building Owner/Agent's Name (<i>in full</i>)
	Signature Date
6. Declaration from new building owner	I understand that I am responsible for completing any required steps to comply with Part 4A of the Building Regulation 2006.
	Building Owner/Agent's Name (in full)
	Signature Date

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.