



OWNER BUILDER PERMIT

Application for Exemption from the Six-year Ruling

BSA cannot issue an owner builder permit if a permit has been issued to the same applicant within the previous six (6) years unless BSA is satisfied there are exceptional circumstances for issuing the permit.

Exceptional circumstances could be if either you or a person you are living with is suffering from a serious medical condition and the work to be carried out would help or if either you or a person you are living with is suffering severe financial hardship and the work to be carried out would help.

If you are applying for another building permit within six years of obtaining the first permit you are required to apply for exemption from the six-year ruling.

Please allow 10 working days for your six year exemption to be processed.

Details of Existing Permit Holder

Surname:											
First Names:											
Postal Address:									Post Code:		
Contact Numbers:											
Previous Permit No:				Lot No:			Plan No:				
Address where Owner Builder Work was Performed:											
									Post Code:		
Details of the work performed on existing permit:											

New Permit Details

Describe the exceptional circumstances requiring you to apply for another permit. (Provide any supporting documentation)										

What have you done with the original property?
(ie: the building you constructed under the existing permit)

What work do you want to perform under a new permit?
(eg: Residential 3 bedroom house)

Value of Work:
(Include Labour & Materials)

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Address where new work is to be performed:

Post Code:

Lot No:

Plan No:

Declaration

WARNING: Incorrect or misleading information may lead to a review and possible cancellation of the permit and the imposition of a penalty under Section 193 of the *Queensland Criminal Code*.

Applicant's Declaration:

"I declare that the statements contained in this application are true and correct. I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths Act 1867".

Signature of Applicant:

Date:

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If your exemption from the six-year ruling is approved you will need to submit the following documents to obtain the permit:

- **Completed Owner Builder Permit application form;**
- **Payment of the application fee;**
- **An original or certified copy of a Current Title Search (no older than 30 days from the date the application is lodged);**
- **Proof of Identity;**
- **Owner Builder Course completion certificate or approved exemption letter issued by BSA; and**
- **A copy of BSA's approval letter.**

PRIVACY NOTICE

BSA is collecting the information on this form to determine whether you are entitled to an owner builder permit. Collection of this information is authorised by the *Queensland Building Services Authority Act 1991*. Some information collected on this form will be included in the Register of holders of owner-builder permits in accordance with Section 103 of the *Queensland Building Services Authority Act 1991*. In addition, BSA is obligated to notify the Registrar of Titles of the granting of the permit. On receipt of this information, the Registrar of Titles will enter the notification into the register. Disclosure of this information to other parties by BSA in circumstances other than as above can occur with your consent or as authorised or required by law. For further information visit the BSA website at www.bsa.qld.gov.au.

Information and application forms are available on BSA's website at
www.bsa.qld.gov.au