|  |  |  |
| --- | --- | --- |
|  | | |
| **NOTICE TO AN ADJOINING OWNER**  **(PROPOSED BUILDING AND PROTECTION WORK)** | | **Section 121** |
| ***Note: Please ensure that all sections of this form are filled in*** | | |
| **Adjoining owner details:** |  | |

Form **6**

|  |  |  |
| --- | --- | --- |
| **To**: |  | *Adjoining Owner* |

|  |  |  |
| --- | --- | --- |
|  |  | *Address* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  | *Suburb/postcode* |

|  |  |
| --- | --- |
| **Owner details:** |  |

**From:**

|  |  |  |  |
| --- | --- | --- | --- |
| Owner(s): |  | Contact person: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Address: |  | Phone No: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Fax No: |  |

|  |  |
| --- | --- |
| Email address: |  |

|  |  |
| --- | --- |
| **Accredited Building Surveyor details:** |  |

|  |  |  |
| --- | --- | --- |
| **Copy to**: |  | *Relevant Building Surveyor* |

|  |  |  |  |
| --- | --- | --- | --- |
| Business name: |  | Phone No: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Business address: |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Fax No: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Accreditation No: |  | Email address: |  |

|  |  |
| --- | --- |
| **Address of adjoining property:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Address: |  | Lot No: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Certificate of title No: |  |

|  |  |
| --- | --- |
| **Address of proposed work:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Address: |  | Lot No: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Certificate of title No: |  |

|  |  |
| --- | --- |
| **Details of proposed protection work:** |  |

**This is to notify you in accordance with section 121 of the *Building Act 2000* of proposed building work and proposed protection work.**

The following details are provided of proposed building work to be undertaken adjoining your property -

|  |
| --- |
| *(Provide details of proposed building work):* |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

The following details are provided of proposed protection work to be undertaken to protect your property –

|  |
| --- |
| *(Describe nature and particulars of the proposed protection work):* |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|  |
| --- |
| Proposed program for undertaking the protection work: |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**I draw your attention to section 124 of the *Building Act 2000*, which states –**

1. An adjoining owner, within **21 days** after receiving a notice of proposed building work and proposed protection work, is to notify the owner that he or she –
   1. agrees**\***, or disagrees with, the details of the proposed protection work; or
   2. requests changes to be made.

*(****\**** *If you agree, you may sign the agreement section provided at the bottom of this page and return a copy of this notice to the owner)*

1. An adjoining owner who fails to respond within **21 days** is taken to have agreed to the proposed protection work.

**I declare that I will comply with my duties to carry out protection work under Part 9, Division 2 of the *Building Act 2000*.**

*Name: [print] Signed Date*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Owner: |  |  |  |  |  |

|  |
| --- |
| Agreement of the adjoining owner for proposed protection work |

1. I am the owner of the property adjoining the land where building work is proposed that may affect my land or buildings.
2. I have read this notice and agree with the proposed protection work that will be carried out by the person who sent the notice.

*Name: [print] Signed Date*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Adjoining owner: |  |  |  |  |  |