APPLICATION TO INSTALL A DOMESTIC SOLID FUEL BURNING APPLIANCE

Lodge at Tenterfield Shire Council • 247 Rouse Street • Tenterfield

mail PO Box 214 Tenterfield 2372 • **e** council@tenterfield.nsw.gov.au

t 02 6736 6000 • **web** www.tenterfield.nsw.gov.au • **abn** 85 010 810 083

PAYMENT IS REQUIRED UPON LODGEMENT OF APPLICATION

Installation Must Comply with AS/NZS 2918:2001 or with the Building Code of Australia (BCA) & with the Protection of the Environment Operations (Clean Air) Regulation 2002 No. 642.

Installation of an appliance or modification of an existing installation shall be in accordance with this Standard and when required installation shall be approved by the regulatory authority.

SITE LOCATION		
Address		
Town/Village		
Lot	Section	Deposited Plan (DP)
Building to Utilise Appliance		

APPLICANT		
Name		
Address		
Town	State	Postcode
Telephone No.	Mobile Phone No.	
Email		
Signature/s	Date	

MAKE/MODEL OF APPLIANCE

IS THE APPLIANCE NEW OR SECOND-HAND

NAME OF LICENSED BUILDER/PLUMBER TO INSTALL APPLIANCE	**LICENSE No.**
Name	
Address	
Contact Phone No.	

INFORMATION TO BE INCLUDED WITH APPLICATION

Manufacturer's specifications & installation details, a scaled floor plan showing position of appliance and smoke detectors and either;

A copy of the "Certificate of Compliance" issued by a body approved by the Environmental Protection Authority (EPA) – being a certificate that the proposed heater of a particular model complies with "AS/NZS 4013:1999, Domestic Solid Fuel Burning Appliance – Method for determination of flue gas emissions" The heater must also be marked in accordance with this standard; or

A copy of the "Certificate of Exemption" issued by a body approved by the EPA – being a certificate exempting the proposed heater of a particular model from compliance with standard "AS/NZS 4013:1999, Domestic Solid Fuel Burning Appliance – Method for determination of flue gas emissions" Owner/Applicant Details

PRIVACY NOTIFICATION

Personal and private information supplied to Council is managed in compliance with the Privacy and Personal Information Protection Act 1998. The supply of this information is not voluntary, as it is required by law in order to process your application/request. The intended recipients of the personal information are Officers within the Council, agents/contractor of the Council, and other statutory authorities. You may apply for access or amendment to your personal information held by Council. You may also request that Council suppresses your personal information from a public register. If you have any further enquiries concerning this matter, contact Council on (02) 6736 6000, or the Information and Privacy Commission 1800 472679 or email mailto:ipcinfo@ipc.nsw.gov.au or the website www.ipc.nsw.gov.au.

HOW TO LODGE YOUR APPLICATION

Address the application to	Lodge in person (between 9am – 4.30pm) at Council's Administration Building	How to Contact Council
Tenterfield Shire Council PO Box 214 TENTERFIELD NSW 2372	Tenterfield Shire Council 247 Rouse Street TENTERFIELD NSW 2372 **Office Hours** 8.30am to 5pm Monday to Friday	Phone: (02) 6736 6000 council@tenterfield.nsw.gov.au www.tenterfield.nsw.gov.au

	Pay By Mail: Please make your cheque payable to: Tenterfield Shire Council PO Box 214 TENTERFIELD NSW 2372		Credit Card payments can be accepted either in person or via telephone.
	Pay In Person: Council Offices, 247 Rouse Street, Tenterfield between 9:00am and 4.30pm Monday - Friday Pay by Cash, Cheque or EFTPOS	DIRECT DEPOSIT	BSB: 082-829 Account: 509913697 Reference: Please quote "*Applicants Name*"

OFFICE USE ONLY

Fee: $159.00 (FY 2017/2018) set in accordance with Council's fees and charges.

Amount: _____ Record No. _____

Council Officer: _____

Receipt No.: _____ Date: _____