



**BUILDING & CONSTRUCTION INDUSTRY
APPLICATION FOR PARTIAL LEVY EXEMPTION - OWNER BUILDER**

A partial Levy Exemption may be claimed from the levy for the work personally performed by the Owner Builder.

INSTRUCTIONS

- Please use a blue or black pen and print all details using **CAPITAL LETTERS**. Select an appropriate box using a tick.
- The full levy **MUST** be paid prior to your Application for Partial Levy Exemption – Owner Builder.
 - An Owner Builder may claim a partial exemption from the levy for the work personally performed by the Owner Builder.
 - The maximum reduction in the levy is 50%.
 - Irrespective of the Partial Levy Exemption, the minimum levy payable cannot be reduced below \$50.00.
 - Your Application for Partial Levy Exemption - Owner Builder **MUST** be made to the Corporation **within 12 months of payment** of the levy.
 - If your Application for Partial Levy Exemption - Owner Builder is approved, you may be entitled to a partial refund of the levy you have previously paid. **Please ensure your account details are completed.**

PART 1 - APPLICANT DETAILS

Details to be completed by the applicant of the building approval - **DA** (Development Application), **CC** (Construction Certificate), **CDC** (Complying Development Certificate).

First Name/s Surname

Number and Street or PO Box - the address you would like mail to go to

Suburb/Town State Postcode

Phone Mobile

Email

Owner Builder Permit Number

! A COPY OF YOUR OWNER BUILDER PERMIT MUST BE ATTACHED TO THIS APPLICATION

PART 2 - SITE DETAILS

The site address must be the same as the site address on the Owner Builder Permit.

Number and Street

Suburb/Town State Postcode

PART 3 - COUNCIL DETAILS

Local Council Area - the Council area where the construction is to take place

- DA** - Development Application **CC** - Construction Certificate **CDC** - Complying Development Certificate

Number of **DA, CC** or **CDC**

Cost of works (**inclusive of GST**)

The **cost of works** should be the value accepted by the Approving Authority. (**MUST be inclusive of GST**)

Estimated cost of works (**inclusive of GST**) of your voluntary labour

There **MUST be a voluntary component** of the work personally performed by the Owner Builder to be eligible for the partial exemption. (**MUST be inclusive of GST**)

! DO NOT MAKE ANY PAYMENT WITH THIS APPLICATION

