

# Building Approval Extension Request Form

Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed when a customer wishes to extend the currency period of an existing development approval prior to the approval lapsing. Section 86 of the *Planning Act 2016* requires a copy of this request be provided to the assessment manager.



P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [rockhamptonregion.qld.gov.au](http://rockhamptonregion.qld.gov.au) | PO Box 1860, Rockhampton 4700 | ABN: 59 923 523 766

## Applicant Details

Applicant name:

Postal address:

Preferred contact number:

Email:

## Property Owner Details (consent to be provided, please refer below)

Owner name:

Postal address:

## Existing Approval Details

Application number:

Date issued:

## Site Details

Street number and name:

Suburb:

Lot number:

Plan number:

## Request Details

Detail reasons for extension request: (Stage of works completed to date/reasons for delay, etc.)

Period extension sought for:

**OFFICE USE ONLY**

Fee amount:

Receipt number:

Date paid:

CSO:

## Property Owner's Consent Details (where the applicant is not the owner of the land)

I, *(print name)*

the owner of *(address)*

hereby consent to the abovementioned applicant submitting this request to extend the currency period of the existing development approval.

Preferred contact number:

Email:

Signature:

Date:

## Declaration

I submit this Building Approval Extension Request Form and declare that the details are correct to the best of my knowledge.

Name:

Signature:

Date:

## Fees and Charges

For a full list of fees and charges please refer to Council's [Fees and Charges Schedule](#).

## Payment Information

**In person** | You can pay at Council's Customer Service Centres: 232 Bolsover Street, Rockhampton; 32 Hall Street, Mount Morgan, 1 Ranger Street, Gracemere; or at the Development Advice Centre: Walter Reid Centre, Level 2 203 East Street (Corner East and Derby Streets), Rockhampton City.

**By phone** | Customer Service staff will contact you regarding payment via credit card or debit once this form is received.

**By post** | Make your cheques/money order payable to 'Rockhampton Regional Council' and send to PO Box 1860, Rockhampton, Queensland, 4700.