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**APPLICATION FOR APPROVAL OF BUILDING PLANS UNDER THE  
NATIONAL BUILDING REGULATIONS AND STANDARDS ACT**

T.P.1

APPLICANT'S NAME : \_\_\_\_\_

POSTAL ADDRESS : \_\_\_\_\_

CODE: \_\_\_\_\_

TEL No. (H): \_\_\_\_\_ TEL No. (W): \_\_\_\_\_ CELL No.: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PROPERTY DESCRIPTION: \_\_\_\_\_

PHYSICAL ADDRESS : \_\_\_\_\_

EXISTING BUILDINGS: TO REMAIN – YES / NO FLOOR AREA: \_\_\_\_\_

TO BE DEMOLISHED – YES / NO FLOOR AREA: \_\_\_\_\_

DESCRIPTION OF PROPOSED BUILDINGS: \_\_\_\_\_

**PROPOSED** FLOOR AREA: \_\_\_\_\_ **EXISTING** FLOOR AREA: \_\_\_\_\_

**TOTAL** FLOOR AREA: \_\_\_\_\_ **TOTAL** COVERAGE: \_\_\_\_\_ % F.A.R.: \_\_\_\_\_

PROPERTY AREA: \_\_\_\_\_ No. of FLOORS: \_\_\_\_\_

No. of KITCHENS: \_\_\_\_\_ No. of BATHROOMS: \_\_\_\_\_ No. of GARAGES: \_\_\_\_\_

ESTIMATED COST of CONSTRUCTION: \_\_\_\_\_

TYPE OF SEWERAGE SYSTEM:  CONSERVANCY TANK  SEPTIC TANK  MAINS

**ARCHITECT /** NAME : \_\_\_\_\_ REG No.: \_\_\_\_\_

**DRAUGHTSMAN** ADDRESS : \_\_\_\_\_

TEL No. : \_\_\_\_\_ Cell No: \_\_\_\_\_

EMAIL : \_\_\_\_\_

**BUILDER:** NAME : \_\_\_\_\_ REG No.: \_\_\_\_\_

ADDRESS : \_\_\_\_\_

TEL No. : \_\_\_\_\_ Cell No: \_\_\_\_\_

EMAIL : \_\_\_\_\_

**CONSULTANT:** NAME : \_\_\_\_\_ REG No.: \_\_\_\_\_

ADDRESS : \_\_\_\_\_

TEL No. : \_\_\_\_\_ Cell No: \_\_\_\_\_

EMAIL : \_\_\_\_\_

**ELECTRICAL:** NAME : \_\_\_\_\_ REG No.: \_\_\_\_\_

**CONTRACTOR** ADDRESS : \_\_\_\_\_

TEL No. : \_\_\_\_\_ Cell No: \_\_\_\_\_

EMAIL : \_\_\_\_\_

SIGNATURE OF OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

**THE FOLLOWING MUST ACCOMPANY APPLICATION FORMS:**

a) 5 copies of plan (ALL IN COLOUR)

b) Copy of TITLE DEED

c) Copy of SG diagram

NATIONAL BUILDING REGULATIONS
APPOINTMENT OF PROFESSIONAL ENGINEER OR OTHER COMPETENT PERSON

- 1. LOCAL AUTHORITY:
2. PROPOSED WORK:
3. DESCRIPTION OF PROPERTY:
4. I,
being the owner of the above property, have in terms of regulation A19, appointed:
5.
to undertake the design of
6.
and the inspection of this work during the course of construction in order to check compliance with the approved design, such appointment being effective from
7.

The above-named person has accepted the appointment and under an agreement in terms of regulation A1(9), has undertaken to accept responsibility for providing the above-mentioned local authority with such drawings, details and particulars as it may require in terms of the regulation. In so far as such drawings, details and particulars may refer to work of a structural nature, such person has further undertaken to inform the above-mentioned local authority if it appears that any structural work is being carried out in a manner which may endanger the strength, stability or serviceability of the building or any adjoining building or structure.

Should the above appointment be terminated before construction of the building is completed, I undertake to inform the local authority accordingly and, where necessary, to make a new appointment.

SIGNED:

OWNER : DATE:

PERSON APPOINTED : DATE:

REGISTRATION No. :

ACADEMIC, PROFESSIONAL OR OTHER QUALIFICATIONS:

EXPERIENCE:

DETAILS FOR COMPLETION OF FORM

- 1. Insert name of local authority
2. Insert one or more of the following as required: Proposed new building, or Alterations/ Additions/ Conversion/ Extensions/Rebuilding/Re-erection/Subdivision/Structural repair to/of existing building.
3. Insert description of property, e.g. Erf no. and township, farm portion no., etc.
4. Insert the full names of the registered owner of the property.
5. Insert the full name of the person or firm appointed.
6. Insert the description of work to be undertaken.
7. Insert date of appointment.