



OVERSTRAND MUNICIPALITY
BUILDING SERVICES DEPARTMENT
APPLICATION FOR MINOR BUILDING WORK AUTHORISATION

Fees Valid : 1/07/2024-30/06/2025

TO: THE MANAGER, BUILDING CONTROL	DATE SUBMITTED:
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FOR OFFICE USE ONLY			
SCRUTINY FEE (20240627099365)	R356.00	REC. NO.:	DATE:

I, the undersigned, submit herewith for your consideration particulars of minor building work which I desire to carry out on the undermentioned site. I undertake to execute this work strictly in accordance and with the relevant regulations made under and by virtue of the National Building Regulations and Building Standards Act (Act 103 of 1977) as amended, and in the case of all new works to complete them before occupation of the premises is taken.

OWNER & LOCATION OF SITE DETAILS			
ERF NO:		AREA:	
SURNAME:		FIRST NAME:	
STREET ADDRESS OF PROPERTY:			
TEL NO:		EMAIL:	

PROPOSED MINOR WORK/S APPLIED FOR
Please describe the minor work/s in accurate detail (attach a sketch plan also)

ARCHITECT / CONTRACTOR DETAILS / ACTING AGENT			
SURNAME:		FIRST NAME:	
TEL NO:		EMAIL:	
Does this person have written permission from the owner (in case of owners signature not supplied) with a signature of the owner on it?			YES <input type="checkbox"/>
			NO <input type="checkbox"/>
SIGNATURE:	OWNER <input type="checkbox"/>	CONTRACTOR <input type="checkbox"/>	ARCHITECT <input type="checkbox"/>
			ACTING AGENT <input type="checkbox"/>

FOR OFFICE USE ONLY	
I hereby approve the above mentioned application for Minor Building Work as stated on this form.	
BUILDING INSPECTOR:	
DATE APPROVED:	
COMMENTS:	
SIGNATURE: BUILDING INSPECTOR	SIGNATURE : BUILDING CONTROL OFFICER