

BUILDING SURVEYING SERVICES (VIC)  
 PROPERTY INSPECTIONS PTY LTD ABN: 63 161 846 591  
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## DOCUMENT CHECKLIST – Shed, Decks, Verandas, Pools

### Required:

	A Full Copy of Application Form (completed and Signed) (2x pages)	
	A Signed Appointment of RBS (if Application Form NOT signed by the owner)	
	A Current Title and Plan of Subdivision (including any covenants/restrictions)	
	Builders Warranty Insurance Certificate (if by builder and >\$16,000)	
	Owner Builder Consent (if >\$16000 with no builder involved)	
	Contract Signing Page (Builder & Client)	
	Plans – <b>Site Plan</b> showing boundaries and dimensions of allotment, distance to intersection of nearest street, dimension of new building and position in relation to existing dwelling and boundaries	
	- Floor plan, elevations, sections, framing, etc	
	Property Information (Termites, Snow, Flood, etc)	
	Confirmation of the Legal Point of Stormwater Discharge or Connect to existing	
	Bushfire Attack Level (BAL) Assessment (if within a Bushfire Prone Area)	
	Engineering Design (ie. Metal Sheds, Slabs, etc) (if applicable)	
	Engineers 126 Compliance Certificate and computations (if applicable)	
	Town Planning Permit (if applicable)	
	Siting Dispensation/Report & Consent (Reg_____) (if applicable)	
	Other (ie consent to build over easement, etc)_____(if applicable)	
	Roof/Floor Truss Computations/Layout from the manufacturer (if applicable)	
	Protection works (work/excavation near boundaries) (REFER TO INFO SHEET) (if applicable)	