

APPLICATION FOR MEDIATION OR CONCILIATION

Building (Resolution of Residential Building Work Disputes) Regulations 2012 reg 11(1)

Northern Territory of Australia - *Building Act*

SECTION 1 - APPLICANT

NAME of APPLICANT If a company provide a contact name			
If the Applicant is the builder – the builder’s registration number			
DAY TIME PHONE NUMBER		MOBILE PHONE NUMBER	
FAX NUMBER		EMAIL ADDRESS	
POSTAL ADDRESS			

SECTION 2 - RESPONDENT

NAME of RESPONDENT If a company provide a contact name			
If the Respondent is the builder – the builder’s registration number			
DAY TIME PHONE NUMBER		MOBILE PHONE NUMBER	
FAX NUMBER		EMAIL ADDRESS	
POSTAL ADDRESS			

SECTION 3 - DETAILS OF PROPERTY

LOT/PORZION NUMBER		LOCATION e.g. Town of Darwin	
PROPERTY ADDRESS			

SECTION 4 - EVIDENCE OF DISPUTE

Provide copies of -

- any correspondence between you and the respondent;
- any copies of a certificate of Residential Building Cover (if applicable);
- evidence, e.g., photos, reports etc.

SECTION 5 - DESCRIPTION OF WORK

TYPE OF CONSTRUCTION ACTIVITY

New	<input type="checkbox"/>
Extensions	<input type="checkbox"/>
Renovations with an extension	<input type="checkbox"/>
Renovations	<input type="checkbox"/>
Change of use	<input type="checkbox"/>
Other	<input type="checkbox"/>

Building Permit Number

Please provide a brief description of the work and intended use

BUILDING CLASSIFICATION

Class of Building (BCA Part A3)

- Class 1a (for example, a house, townhouse, duplex)
- Class 2 (for example, units, flats)
- Class 10 building (for example, a garage, carport, retaining wall)

CONTRACT

Is the prescribed residential work being carried out under a building contract? Yes/No

If yes, attach a copy of the contract (including any specifications, plans or variations) to the application, unless you are a subsequent owner.

If no, or if you are a subsequent owner, attach a copy of any relevant plans, specifications, diagrams, or other documents pertaining to the build.

SECTION 6 - DESCRIPTION OF DISPUTE

Concise description of dispute

SECTION 7 - APPLICATION

I/we, the Applicant(s) hereby :-

Apply to the Commissioner of Residential Building Disputes to facilitate mediation or conciliation in relation to a dispute about residential building work.

.....
Applicant's signature

.....
2nd Applicant's signature

.....
Applicant's name

.....
2nd Applicant's name

.....
Date

.....
Date

SECTION 8 - LODGEMENT AND NOTIFICATION

The completed application and fee should be addressed to the Commissioner of Residential Building Disputes and:

POSTED TO OR
Commissioner of Residential Building Disputes
PO Box 40946
CASUARINA NT 0811

LODGED IN PERSON Monday to Friday 8:00AM to 4:00PM
1st Floor, The Met Building,
13 Scaturchio St
CASUARINA
Phone 8999 1999

Westpoint Complex
Cnr Railway and Stott Terraces
ALICE SPRINGS
Phone 8999 1999 (Darwin)

Notification to other party: Pursuant to Regulation 12(4)(a) and 40 of the *Building (Resolution of Residential Building Work Disputes) Regulations* the Commissioner of Residential Building Disputes (Commissioner) **MUST** give a copy of this application to the Respondent as soon as practicable after the application has been accepted.

PRIVACY

The Commissioner of Residential Building Disputes complies with the Information Privacy Principles scheduled to the *Information Act*. To view the Commissioner's Privacy Statement please access www.consumeraffairs.nt.gov.au or call 08 8999 1999.

DARWIN

1st Floor, The Met Building, 13 Scaturchio Street
PO Box 40946, Casuarina NT 0811
Tel: (08) 8999 1999 or 1800 019 319
Fax: (08) 8935 7738

Web: www.consumeraffairs.nt.gov.au

ALICE SPRINGS

Westpoint Complex
Cnr Railway and Stott Terraces
PO Box 1745, Alice Springs, NT 0871
Tel: (08) 8924 7052 Fax: (08) 8951 5442

Email: consumer@nt.gov.au