

ROTORUA LAKES COUNCIL

Te Kaunihera o ngā Roto o Rotorua



Form 6A

Memorandum from licensed building practitioner: Record of building work

Section 88, Building Act 2004

THE BUILDING

Street address of building: _____

THE PROJECT

Building consent number: _____

THE OWNER

Name: _____
Address: _____

Phone : _____ or Mobile: _____
Email: _____ Fax: _____

RECORD OF WORK THAT IS RESTRICTED BUILDING WORK

Work that is restricted building work	Description	Carried out/ supervised
<i>[Tick]</i>	<i>[If necessary, describe the restricted building work]</i>	<i>[Specify whether you carried out this design work or supervised someone else carrying out this design work]</i>
Primary structure		
Foundations and subfloor framing ☐		☐ Carried out ☐ Supervised
Walls ☐		☐ Carried out ☐ Supervised
Roof ☐		☐ Carried out ☐ Supervised
Columns and beams ☐		☐ Carried out ☐ Supervised

Primary structure cont'd		
Bracing ☐		☐ Carried out ☐ Supervised
Other ☐		☐ Carried out ☐ Supervised
External moisture management systems		
Damp proofing ☐		☐ Carried out ☐ Supervised
Roof cladding or roof cladding system ☐		☐ Carried out ☐ Supervised
Ventilation system for example, subfloor or cavity) ☐		☐ Carried out ☐ Supervised
Wall cladding or wall cladding system ☐		☐ Carried out ☐ Supervised
Waterproofing ☐		☐ Carried out ☐ Supervised
Other ☐		☐ Carried out ☐ Supervised
Note: continue on another page if necessary.		

ISSUED BY:		
Name: _____		
LBP number: _____		
Class(es) licensed in: _____		
Plumbers, Gasfitters and Drainlayers Registration Number [if applicable]: _____		
Mailing address: _____		

Street address or registered office: _____		

Phone No:	Landline: _____	Mobile: _____
	Daytime: _____	After hours: _____
	Fax: _____	
Email address: _____	Website: _____	

DECLARATION
I _____ <i>[name of practitioner]</i> carried out or supervised the restricted building work recorded on this form. Signature: _____ Date: _____