

13 July 2018

Dean Gordon Munro
PO Box 142
Matakana 0948

Dear Sir/Madam

Compliance schedule number: WOF20041466
Address: 2-6 Wharf Street Warkworth 0910
Expiry date: 23 August 2018
Usage: Commercial
Area office: Orewa

Building Warrant of Fitness

This letter serves as a reminder that the Building Warrant of Fitness for the above building will expire as indicated above and requires your prompt attention prior to this date. Failure to provide a Building Warrant of Fitness places the building owner in breach of the Building Act 2004 (the Act).

Owners should engage an independent qualified person (IQP) during the year (as required by the Building Act) to confirm that specified systems meet the performance requirements of the Compliance Schedule.

Council does not provide templates for a Building Warrant of Fitness; please refer to the Building (Forms) Regulations 2004, or obtain a copy from your IQP.

Under s.108 of the Act, it is the owner's responsibility to:

- provide Council with a copy of the renewed Building Warrant of Fitness (Form 12) on the anniversary date of the issue of the Compliance Schedule together with all certification from IQP's (using Form 12A) indicating that the performance standards for the specified systems have been fully complied with for the previous 12 months; and
- ensure that a copy of the Building Warrant of Fitness is displayed in a position where the users of the building have ready access

If you have any further queries regarding this matter, please contact the undersigned on 09 301 0101 or email quoting the above compliance schedule number.

Yours faithfully

Alfredo Sodo
Senior Technical B-Wof Officer
BUILDING CONTROL
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