

02-Jul-2013

Dean Gordon Munro
PO Box 142
Matakana 0948

Dear Sir/Madam

RENEWAL NOTICE – BUILDING WARRANT OF FITNESS

Compliance Schedule: Number:	WOF/3529
Usage:	Commercial
Street Address:	2-6 Wharf Street, Warkworth 0910
Expiry Date:	23-Aug-2013

This letter is a reminder that your current Building Warrant of Fitness is due to expire as indicated above.

Under Section 108 of the Building Act 2004, your responsibility as the owner is to:

1. Provide the local authority with a copy of the renewal warrant (Form 12) on the anniversary of the issued Compliance Schedule together with all certification from Independent Qualified Person (IQP) using form 12A indicating that compliance schedule requirements for the specified systems have been fully complied with during the past 12 months.
2. Ensure a copy of this warrant is displayed in a position where the users of the building may have ready access

Council does not issue or provide Building Warrant of Fitness; this can be obtained from your Independent Qualified Person (IQP).

Please contact us if you have any questions or concerns.

Yours faithfully



Lyn Gibson
Building Control Administrator
BUILDING CONTROL – NORTHERN