

Form 13:

Notice to fix

SECTIONS 164 AND 165, BUILDING ACT 2004

To:

(name of address of owner)

And to:

(name and address of person carrying out or supervising the building work)

The building

Street address of building:

Legal description of land
where building is located:

Building name:

Location of building within
site/block number:

Level/unit number:

Particulars of contravention or non-compliance

(insert details of failure or error with reference to any relevant building consent)

To remedy the contravention or non-compliance you must:

(state any building work that must be carried out and whether a certificate of acceptance must be applied for)

This notice must be complied with by:

(date or time frame)

Further particulars

(please tick)

- You must contact the territorial authority for the district within which the building is situated on completion of the required building work.
- All building work must cease immediately until the authority that issued this notice is satisfied that you are able and willing to resume operations in compliance with the Building Act 2004 and regulations under that Act.
- The following building work must cease immediately until the authority that issued this notice is satisfied that you are able and willing to resume operations in compliance with the Building Act 2004 and regulations under that Act:

(insert details of building work)

If you do not comply with this notice you commit an offence under section 168 of the Building Act 2004 and may be liable to a fine of up to \$200,000 and a further fine of up to \$20,000 for each day or part of a day that you fail to comply with this notice.

Signature:

Declared at:

On behalf of:

(name of territorial authority)

Date:

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DAY

MONTH

YEAR