

# VARIATION FORM

**APPLICATION TO AMEND A BUILDING PERMIT &/OR DOCUMENTS - v4**  
Victorian Building Act & Regulations (As Amended)

## 1. GENERAL

Address (No, Street name, Suburb):

Postcode:

Building Permit Number:

Date issued:

Reason for Amendment / Variation:

Will there be an additional amount for the variation / amendment added to the existing cost of works nominated on the Building Permit (above)?

\*Yes  No

If Yes, nominate amount: \$

\*For non-staged building permits, if this amendment has resulted in an increase in the final cost of the building work of at least **\$15,625.00 higher** than the initial estimate provided at the time when the application for the building permit was made, you are required to provide notification to the Victorian Building Authority (VBA) **within 28 days** of becoming aware of the increase (pursuant to section 205KA(1) of the Building Act 1993).

## 2. APPLICANT INFORMATION

Given Name:

Family Name:

Company Name (if applicable):

A/H Phone:

B/H Phone:

Mobile:

Fax:

Email address:

Postal details where documents are to be served (No, Street name, Suburb):

Postcode:

Are you the owner of the property where the building work is to take place? (tick) Yes  No

## 3. SUPPORTING DOCUMENTATION ATTACHED

Document description:

Payment (if applicable)

Print Name:

Signature of person making application:

Date:

**Acknowledgement:** I/We acknowledge that in making this application that it is an additional service outside the original fee scope and hereby accept and agree to pay all associated fees.