

## BUILDING SURVEYOR APPOINTMENT LETTER

I/we,  or,

I/we the representative of the owner

In accordance with **Section 78** of the **Building Act 1993**, builders must not appoint a private building surveyor on behalf of the owner. They may only recommend a private building surveyor. Building Surveyors must be appointed by the owner or agent of the owner. Therefore, a builder cannot act as an agent of the owner. A builder may apply for a building permit or complete an application for building permit, but this will not constitute an appointment under the Act.

I/we Appoint Opes Building Solutions to administer the Building Permit approval process for the proposed building works:

The works will be undertaken at,

**Project Address**

**Suburb**

**Postcode**

<input type="text"/>	<input type="text"/>
----------------------	----------------------

\_\_\_\_\_  
Owner/Agent Signature

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
Date

**Please Note:**

Completing the above information ensures the appointment and acts as a formal contract entered by the owner / agent and the relevant building surveyor at Opes Building Solutions. All relevant parties must ensure the proposed works adhere to the obligations prescribed within the **Building Act 1993** and Building Regulations 2018.

As the relevant owner / agent I furthermore confirm that no another building surveyor has not been appointed for the same project details nominated above.