



Building Search Application

Office Use OnlyApplication No. **Pay in person:** at any Customer Service Centre**Mail payment:** Brisbane City Council, GPO Box 1434, Brisbane QLD 4001**Enquiries phone: (07) 3403 8888**

1 Lodgement details

STANDARD (10 business days)**FAST TRACK** (3 business days * Extra fees apply)

2 Applicant's details

Company name / Applicant name

Applicant's reference

Postal address

Phone no.

Contact name (if Company)

Postcode

Email address

Delivery method: Post Email

3 Property details *(where search is required)*

House no.

Street

Suburb

Postcode

Real Property description (Lot on Plan details)

4 Building search *(select one or more search types)*

A comprehensive building search consists of **three search types** as listed below.You are required to select **at least one search type** for the assessment of this application.Building search [fees](#) are applied for each search type selected.

Building search provides data extract of building approval records in the form of a letter.

IMPORTANT NOTE:Building search does NOT include copies of building approval plans or documents. Find out [how to apply for copies of building plans or documents](#).

- 1 Building Records Search** - List of building approvals dating back to 1946.
Note: Limited to building application number, brief description of proposed building work, approval date.

2 Final certification searches *(select one only as applicable)*

Building Inspections Search (Detached dwelling) - List of building inspection dates for each listed building approval.
Detached dwelling (standalone house) and associated structures.

Certificate of Occupancy Search - List of certificates of occupancy, includes copy of certificate(s)
For example, not limited to: warehouse, office, shop, unit/apartment, attached house/townhouse/duplex.
All buildings built after 1 April 1976 require a certificate of occupancy (formerly referred to as a certificate of classification)
unless the building is a single detached class 1a building or a class 10 building or structure

- 3 Building Property Notices Search** - List of any outstanding building property notices issued in accordance with the *Building Act 1975 and Planning Act 2016*.