



Notification of Change of Licensed Building Practitioners (LBPs)

[Section 87, Building Act 2004](#)

As the building owner, you are required under section 87 of the Building Act 2004 to notify Council in writing, using this form, of any changes to Licensed Building Practitioners (LBPs) engaged to carry out or supervise [Restricted Building Work \(RBW\)](#).

This form must be uploaded to the building consent file in [Simpli](#) before booking any inspections related to RBW.

Please note, this form must be accompanied with the **original** Licensed Building Practitioners **Memorandum Record of Building work**.

Failure to provide these will result in Council being unable to confirm your inspection booking.

Building Consent	
Street address of the building	
Building Consent Number	

The Owner	
Name of owner(s)	

The Agent	
Name of agent	
Role of agent	

Notification	
I,, notify Council that the LBPs stated in this document have been engaged to carry out or supervise the RBW granted in this building consent.	
Signature	Date

Notification of Change of Licensed Building Practitioners (LBPs)

Notification of Licensed Building Practitioner Ceasing Engagement	
Name of LBP	
LBP Registration Number	
Class(es) licensed in	

Notification of NEW Licensed Building Practitioner Engaged	
Name of LBP	
LBP Registration Number	
Class(es) licensed in	

Record of work that is restricted building work

Select work that is restricted building work.

Primary structure

- Foundations and subfloor framing
- Walls
- Roof
- Columns and beams
- Bracing
- Other

External Moisture Management

- Damp proofing
- Roof cladding or roof cladding system
- Ventilation System
- Wall cladding or wall cladding system
- Other