

Annual Fire Safety Statement – Request for Extension of Time

This form should be completed due to legitimate unanticipated events/circumstances where an annual or supplementary fire safety statement cannot be submitted by the due date. An extension longer than 8 weeks from the due date of the statement is not likely supported.

How to lodge this application:

1. All fields on this form are mandatory and must be completed or this request will not be granted.
2. Once completed you can submit this form by email, in person or by mail. Refer to the end of this form for lodgement details.
3. See top left corner of Council's reminder letter for the "AFS" number

Application No: AFS

Site details

Address:

Suburb: Postcode:

Building Name (if known): Lot No (if known): DP/SP (if known):

The Annual Fire Safety Statement related to the following type of building (tick appropriate box):

Residential Commercial Industrial Mixed Building Use

If other, give description:

Details of building owner/person acting for the building owner

Title: Name: Surname:

Company (if applicable.):

Postal Address:

Suburb: Postcode:

Phone: Email:

Details of building owner (if not provided above)

Title: Name: Surname:.....

Postal Address:

Suburb: Postcode:

Phone: Email:

Explanation why a compliant Annual/Supplementary Fire Safety Statement cannot be submitted

Provide reasons why Annual/Supplementary Fire Safety Statement meeting the requirements of Part 12 of the *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*.

(Please attach to this form relevant reports that help support your explanation)

Building owner/person acting for the building owner

I certify that:

- The information contained in this statement is, to the best of my knowledge and belief, true and accurate.
- A copy of the interim Annual Fire Safety Statement is attached.
- A copy of all reports relied upon in this application are attached.

Name of building owner/person/s acting for the building owner:

Signature: Date:

Submission instructions

Email: council@wagga.nsw.gov.au

In person: Civic Centre customer service, 243 Baylis Street Wagga Wagga NSW 2650

Post: City of Wagga Wagga PO Box 20 Wagga Wagga 2650

Need further information?

For general enquiries regarding Council's fire safety program please ask to talk to our City Planning & Development team by telephoning 1300 292 442 or by emailing council@wagga.nsw.gov.au

For other enquiries, please contact Council's Customer Service team:

Email: council@wagga.nsw.gov.au

Phone: 1300 292 442

In person: Civic Centre customer service, 243 Baylis Street Wagga Wagga NSW 2650

Hours: 8:30am to 5pm Monday to Friday