



Building Application Submission Checklist – Re-Roof

- Signed Engagement Agreement Form.
 - Payment required upfront unless organised otherwise.

- **DA Form 2 completed correctly with Builder's; Owner's Details, and Value of Building Work.**

- QBCC Confirmation of Insurance Certificate.
 - Only applicable if a licensed builder is responsible and the value of works is over \$3,300.
 - **Owner Builder's Permit required if value of works is over \$11,000.**

- tie-down and timber upgrade details/Engineers Report
- Site Plan/Roof Plan

- Applications can be emailed to rba@rockyba.com.au