

**APPLICATION FOR ACCEPTANCE
AS AN INDEPENDENT QUALIFIED PERSON**
(Section 103 Building Act 2004)

The Secretary
South Island IQP Register
C/O Building Advisory Services
Timaru District Council
P O Box 522
Timaru

Name:

Mailing Address:

Telephone: Facsimile:

PLEASE COMPLETE ALL SECTIONS

SECTION A

Please tick the systems or features for which acceptance as an Independent Qualified Person are applied for:

	1	Automatic systems for fire suppression
	2	Automatic or manual emergency warning systems for fire or other dangers
	3	Electromagnetic or automatic doors or windows (<i>identify type of door/s required below</i>)
	4	Emergency lighting systems.
	5	Escape route pressurization system.
	6	Riser main for fire services use.
	7	Automatic back-flow preventer connected to a potable water supply.
	8	Lifts, escalators, travelators or other similar systems for moving people within buildings
	9	Mechanical ventilation or air conditioning systems.
	10	Building maintenance units for providing access to the exterior and interior walls of buildings.
	11	Laboratory fume cupboards
	12	Audio Loops or other assistive listening systems
	13	Smoke control systems
	14	Emergency power systems for, or signs relating to, a system or feature specified in any of clauses ¹ to 13
	15(a)	Systems for communicating spoke information intended to facilitate evacuation
	15(b)	Final exits (as defined by clause A2of the building code)
	15(c)	Fire Separations (as defined by clause A2of the building code)
	15(d)	Signs for communicating information intended to facilitate evacuation
	15(e)	Smoke Separations (as defined by clause A2of the building code)
	j	Other systems as set out in Building Act 1991 section 44 and 45 (<i>identify</i>)
	m	Means of escape from fire Building Act 1991
	n	Safety barriers Building Act 1991
	o	Means of access and facilities for use by persons with disabilities Building Act 1991
	p	Hand held hose reels for fire fighting Building Act 1991
	q	Signs required by the building code or Section 47A of the Building Act 1991

Is your application for:

1	Inspection.	
2	Inspection, maintenance and recording.	

Unless otherwise advised, acceptance will be for all Territorial Authorities listed below:

- | | | |
|----------------------------------|------------------------------|------------------------------|
| Ashburton District Council | Grey District Council | Southland District Council |
| Banks Peninsula District Council | Hurunui District Council | Tasman District Council |
| Buller District Council | Invercargill City Council | Timaru District Council |
| Central Otago District Council | Kaikoura District Council | Waimakariri District Council |
| Christchurch City Council | Marlborough District Council | Waimate District Council |
| Clutha District Council | McKenzie District Council | Waitaki District Council |
| Dunedin City Council | Nelson City Council | Westland District Council |
| Gore District Council | Selwyn District Council | |

SECTION B: QUALIFICATIONS AND EXPERIENCE (Please refer to the First Schedule Requirements)

Qualifications

- Please attach list of the qualifications and experience you hold that is applicable to **each** specified system or feature applied for.

Supporting Statements

- Attach supporting technical references from individual, professional/technical institutes (a minimum of one written reference is required for **each systems or feature** applied for).
- Referees should be qualified in the discipline for which they are providing the reference. Referees may be contacted during the processing of the application.

SECTION C: EXPERIENCE RELATING TO SYSTEM/FEATURE APPLIED FOR

Provide and attach curriculum vitae identifying your experience relating to **each** specified system or feature applied for. *NOTE: Refer to first schedule for “ Guidelines for minimum qualification and experience required for acceptance of independent qualified person status.”*

SECTION D: INSURANCE

Public Liability or Professional Indemnity Insurance held relative to the role of an Independent Qualified Person.

Type of Cover	Amount	Insurer	Exclusions
Fees and Charges for IQP Processing			
Application – Corporate or Individual (each person)		\$115.00	
Per Feature		\$10.00	
Annual Renewals		\$50.00	
Amendments		\$50.00	

I (print) certify the foregoing to be correct.

Signed: Date: