

THE APPLICANT	Site/Location Address:	Building Consent Number:
	If ownership has changed since the application was made, new evidence of ownership must be provided.	
	Applicant Name:	Contact Person:
	Mailing Address:	
	Contact Phone Number:	

WORK/EXTENSION	Has building work commenced?
	Reason why extension of time is required:

SIGNATURE

I request an extension of time to complete the building work on the consent noted above. I understand there is a fee payable for processing this application

Print Name:

Signature

Date

INTERNAL OFFICE USE

Date Received:

Fee Paid:

Invoice Created:

Extension Granted:

Yes

No

New Expiry Date:

Reason for decision:

Approving Officer:

Signature:

Position:

Approval Date:

Time Extension Letter Sent through AlphaOne

Update Status in MagiQ