

APPOINTMENT OF RELEVANT BUILDING SURVEYOR

REQUEST FORM

To: BSA Building Surveyors (admin@bsabs.com.au)

Project Type: Residential (not required for commercial projects)

Appointment From: ☐ **Owner** ☐ **Agent of Owner** (builder cannot sign as agent ¹)

Owner 1 Details	
Name	
Email	
Phone	

Owner 2 Details	
Name	
Email	
Phone	

Company Details: (if applicable)

Company Name		Contact Name	
Email		Phone	

Agent of Owner Details: (if applicable)

Agent Name		Contact Name	
Email		Phone	

Hereby request to appoint one of the following:

Name	Registration Number	Name	Registration Number
Dean Bertuch	BS-U 1242	Nicholas Taylor	BS-U 100331
Greg Stepien	BS-U 19751	Carl Mauric	BS-L 100089
David Thacker	BS-U 1589		

Of BSA Building Surveyors to act as Relevant Building Surveyor for the proposed building works at:

Property/Project details:

Project details			
Property address		Postcode	

- I/We hereby confirm that no other private or municipal building surveyor has been appointed to perform the functions as Relevant Building Surveyor relating to the scope of works for this project.
- I/We hereby confirm that I have read and understood the [Terms of Engagement](#) provided.

	Owner 1 / Agent of Owner	Owner 2 (if applicable)
Signature		
Name		
Date		

Important Notes:

- Appointment of the Relevant Building Surveyor must come from the **owner or agent of the owner** (not the builder, unless owner/builder). By law, a builder who has entered into a major domestic building contract, or who acts or proposes to act as a domestic builder in relation to domestic building work, or a related person to that builder, cannot appoint a Private Building Surveyor.
- Novation of our contract with the owner or developer to a builder or other party is not permitted in accordance with the current Building Surveyor Code of Conduct set down by the Building & Plumbing Commission (BPC).
- While signing this form provisionally requests to appoint one of the listed building surveyors, a Section 80 & formal appointment will only proceed once all required construction documentation has been received.

Geelong

Suite 1, 200 Malop Street
Geelong VIC 3220

P 03 5241 2559

Melbourne

Two Melbourne Quarter, 697 Collins Street
Docklands VIC 3008

P 03 9965 7997

E admin@bsabs.com.au

W www.bsabs.com.au

LIABILITY LIMITED BY A SCHEME APPROVED UNDER
PROFESSIONAL STANDARDS LEGISLATION



Member Australian Institute of Building
Surveyors Professional Standards Scheme