

This form is to be completed and submitted to City of Palmerston (CoP) for Practical Completion inspection to enable a Conditional Certificate of Completion to be issued for a Subdivision.

## Development Details

Developer Name:	
Development Details (Location and Stage):	
Development Permit Number:	

## Applicant Details

Applicant Name:	
Applicant Contact Email:	
Applicant Contact Address:	
Date of Application:	
Inspection Contact Details:	

## Practical Completion Request Details

Assets Completed <i>(Practical Completion requires all areas to be completed, unless otherwise approved by CoP)</i>	Infrastructure	<input type="checkbox"/>
	Soft Landscaping	<input type="checkbox"/>
Date of Practical Completion: <i>(minimum 10 days notice)</i>		
Documentation Checklist Completed (Appendix A):	Yes <input type="checkbox"/>	No <input type="checkbox"/> (note: this is required for assessment)
Assets Value Spreadsheet Attached:	Yes <input type="checkbox"/>	No <input type="checkbox"/> (note: this is required for assessment)
Assets Value <i>(must match spreadsheet values)</i>	Infrastructure	\$
	Soft Landscaping	\$
	Total	\$
Development Handover Fees: <i>(calculated as 1.5% of Asset Value costs - an invoice will be issued to this value)</i>	\$	

## Assets for Defects Liability Period (DLP)

Public Infrastructure (includes roads, drainage, street lighting, hard landscaping etc) - 24 Month DLP	
Defect Liability Period Bond Value: <i>(calculated as 10% of Asset Value costs)</i>	\$
Bond Type Requested: <i>(circle/delete as appropriate)</i>	Insurance Security / Cash / Bank Guarantee
Soft Landscaping Infrastructure (includes trees, grass and plants) - 12 Month DLP	
Defect Liability Period Bond Value: <i>(calculated as 10% of Asset Value costs)</i>	\$
Bond Type Requested: <i>(circle/delete as appropriate)</i>	Insurance Security / Cash / Bank Guarantee

## Minor Defects/Non-Conformances Identified

- List the minor defects, non-conformances, or documentation requested to be accepted as part of Practical Completion for rectification and/or submission in the short term.
- CoP will review and advise whether these are accepted as minor defects, are required to be listed as omissions or are to be completed prior to Practical Completion.

Item	Description	Nominated Completion Date	Estimated Value
1			\$
2			\$
3			\$
4			\$

## Omissions Requested

- List the assets requested to be an omissions and bonded separately through the Practical Completion.
- CoP will review and advise whether these are accepted as omissions or are to be completed prior to Practical Completion.
- Where approved, the value of the bond issued will be the agreed estimated value, plus 25%

Item	Description	Bond Type Requested	Nominated Completion Date	Estimated Value
1				\$
2				\$
3				\$
4				\$
5				\$

By submitting this form you, as the Applicant, are agreeing that all fields are full and correct information and you are authorised to make a submission on behalf of the Developer.

All documentation is to be submitted to: [development@palmerston.nt.gov.au](mailto:development@palmerston.nt.gov.au).

Please include the Development, Stage and Form ID (ie DEV04) in the email heading.

## Appendix A – Documentation Checklist

Documents as per 13.1 of the NT SDG	Attached			Document Reference/Comment
	Y	N	N/A	
Completion Certificate, including certificates of compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
As-Constructed Drawings: PDF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
As-Constructed Drawings: CAD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Construction Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Stormwater CCTV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Register of non-conformances and changes, including evidence of certification and approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Asset breakdown and valuation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dilapidation reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Manuals, warranties and other documents relevant to products requiring operational maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

If additional commentary or documentation is required, please provide this here;

Additional Comments (if required)	
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