



Receiving Information from External BCA's

Form 239
Version Template

BCA Name:		Register No	
Address			
Telephone			
Fax Number			
Cellphone			
Email			

BCA has civil liability cover	Yes/No	If yes amount of cover	\$
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Information Received from BCA

Process Note for Information:

- Enter information received, issued date and workings days taken to provide.
- DBH Website www.dbh.govt.nz Confirm BCA is on BCA Register and identify scope-suspended-revoked.
- Indicate type of information provided.

Document received date:		Document issuing date:	
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Working days taken to provide information from issuing date:	
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Information within accredit scope	No/Yes	Note: If reference to the DBH register identifies any problems with the items listed to the left, or the 5 working days has been exceeded, the Manager BC is to determine if written advice of non-performance is necessary to the DBH.
Registration is not suspended	No/Yes	
Registration is not revoked	No/Yes	
Not exceeding 5 working days	No/Yes	

<input checked="" type="checkbox"/> Indicates information provided	<input checked="" type="checkbox"/> Protect Form to enter
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Plans & Specification of application	<input type="checkbox"/>	Code Compliance Certificate	<input type="checkbox"/>
Project Information	<input type="checkbox"/>	Notice to Fix	<input type="checkbox"/>
Building Consent	<input type="checkbox"/>	Compliance Schedule	<input type="checkbox"/>
DBH levy (Enter amount)	\$	Warrant of Fitness	<input type="checkbox"/>
BRANZ levy (Enter amount)	\$	Energy Certificate (electric or gas)	<input type="checkbox"/>

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