



## Letter of Appointment

To Damien Wadsworth of DW&A

I/We (Owner/s) \_\_\_\_\_

Appoint Damien Wadsworth of DW&A located at 6/117 Hyde Street Footscray 3011 to carry out the Building Permit approval process for the proposed building works and declare that I have not previously appointed another building surveyor for the same works, being:

(Description of Works) \_\_\_\_\_

### Property Details

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

### Owner/s

Postal Address \_\_\_\_\_

Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Mobile \_\_\_\_\_

I/We authorise \_\_\_\_\_ to act on our behalf in this matter.

Please note: The Letter of Appointment is a formal contract entered into by the owner/agent and the building surveyor that ensures all relevant parties involved in the building works are aware of their obligations under the Building Act 1993 – Part 3 – Division 2 – Section 17 and the Building Regulations 2018.

Owner's Signature(s) \_\_\_\_\_ Date \_\_\_\_\_