

BUILDING PERMIT APPLICATION REQUIREMENTS CHECK LIST

Date: _____ Time: _____

Applicant Name : _____

Address of Applicant : _____

Contact Phone Number : _____

Title Project : _____

Project Location Address : _____

Documents Required:

NO		YES	NO	REMARKS
1	Application Forms completed:			
2	Land Deed Evidence:			
3	Technical Documents:			
	3.1. Site Locality			
	3.2. Site Plan			
	3.3. Floor Plan			
	3.4. Roof Plan & Details			
	3.5. Elevations			
	3.6. Cross Section			
	3.7. Constructions Details			
	3.8. Foundation Details			
	3.9. Electrical/Fire Services			
	3.10. Drainage/Hydraulic Services			
	3.11. Engineering Certificates/Calculations			
	3.12. Other Supporting Documents			
	3.13. EIA Report from MECC			

4. **Note:**

- 4.1. All dwelling house/buildings that are in two or more stories must accompany an Engineering Certificate and all structural drawings must signed by the certified Engineer (All Classes 1-10) unless comply with the “Connections”
- 4.2. All Public/Commercial Building that exceed 8.0m span and more then 3.0m n height must have the Engineering Certifications and calculations.
- 4.3. Other specialized or over the normal standard type construction must meet the Tonga National Building Code requirements.

For the acceptance of document please sign below:

Name of Building Officer: _____ sign: _____

Name of Applicant: _____ sign: _____

Date and Time: _____ Application No: _____