

## NJG BUILDING SURVEYORS

Noel provides the service of submission of your Building Permit Application documents by email or Dropbox.

To email, please scan all documents as required, noted on the proceeding list, email to [noel@njgbuildingsurveyors.com.au](mailto:noel@njgbuildingsurveyors.com.au)

If you wish to use Dropbox for your convenience, please contact Noel via email, he will respond with the invitation for you to access his Dropbox.

Upon the completed processing of the Building Permit, all stamped documents will be downloaded to disc which will be mailed to you. The stamped documents on disc will be posted to the owner with a paper 'original' Building Permit and if accepted, will be submitted to the relevant Council by this office.

If you wish to present paper documents, please provide 4 COPIES of all documents required as listed on the Builder Document Check List and post to 45 Parkers Road, Deans Marsh. 3235.

These will be stamped, copy sent to Council, two copies to you (builder and one to be given to the Owner) and a copy to be held by this office.

If you have any questions regarding the submission of your Building Permit Application, please email the above address or phone.