## Fire Safety in Budget Accommodation Buildings Application form for owners of budget accommodation buildings requesting advice from local government on whether their building conforms with the fire safety standard.

1. Building location	Street address (include no., street, suburb / locality & postcode)
This application can only be lodged with the relevant local government.	In which local government area is the land situated?
2. Applicant details Clearly identify who is making	Name
the application. The applicant need not be the building owner, but the consent of the owner must be provided.	Signature Date
In signing and lodging this application, the applicant is	Contact person Phone no.
responsible for ensuring the information provided is true. The council will rely on this information when assessing the	Mobile no. Fax no. Email address
application.  If the applicant is a company, a contact person must be shown.	Postal address
All correspondence will be mailed to this address.	
3. Consent of owner/s Completion of this question is only required if the applicant is not the building owner or the person authorised to sign as the owner. Completion of this section provides the owner's consent to the lodgement of this application. If there are multiple owners, the consent of each owner is required.	Name (In full) (Attach list if necessary)  Signature/s (If a company, the ACN plus signature/s or company seal & signatures)Date  Contact details (Optional)
4. Building type The identification of the building type provides useful information on whether the accommodation is part of a larger facility and what other services may be provided in the building.	What best describes the building type? (Tick applicable boxes)  ☐ Single detached house ☐ Duplex or similar  ☐ Transportable / relocatable house ☐ Townhouse or similar  ☐ Unit or flat attached to an existing house ☐ Apartment building  ☐ Hotel ☐ Motel  ☐ Other (Please specify)
5. Use of building The identification of the current use of the building has relevance in determining what information may need to be contained in the Fire Safety Management Plan and the applicability of some clauses of the Fire Safety Standard.  It is unlawful to occupy a building if there has been a material change of use and for which the change of use has not been approved.  There are two key types of approvals relating to a change of use. The first is a Planning Approval (this may or may not be required, consult with the relevant local government) and the second is Building Approval (a change of use may alter the classification of the building	What best describes the current use of the building? (Tick applicable boxes)  □ Boarding house □ Guest house □ Backpacker hostel □ Bed & breakfast □ Motel with backpacker accommodation □ Hotel with accommodation □ Supported accommodation (Accommodation for persons who have an intellectual or physical disability and require full time or part time care) □ Other (Please specify)
	Has the use of this building changed since it was constructed? (eg. was constructed as a family residence and has since been converted for use as a boarding house)  ☐ Yes ☐ No ☐ Unsure
	If yes, has local government approval (either planning or building approval) been sought for this change of use?  ☐ Yes ☐ No ☐ Unsure
under the Standard Building Regulation 1993 and for which approval must be obtained from a building certifier for the change	What was the original use of this building? (Describe briefly)
of use).	

<b>6. Building description</b> This is used to determine whether the building was constructed prior to the introduction of the <i>Building Act</i> 1975 in 1975 or the introduction of the <i>Building Color</i> Australia	When was the building constructed?  If unsure, which of the following best describes the age of the building? (Tick applicable box)  □ Pre 1976 □ 1976 - 1992 □ Post 1982
of the Building Code of Australia to Queensland in 1992.  The total floor area is the total area of all storeys excluding	What is the total floor area of the building in m <sup>2</sup> ? (Attach dimensioned, scale drawings of the building to this application – see note below)
areas used to accommodate vehicles.	
	How many storeys? (Attach scale elevations of the building to this application)
The people being accommodated	How many people are accommodated in the building? (On a separate scale drawing for
includes the owner/s and/or representatives of the owners who are staying in the building in addition to any guests or	each storey, indicate the number of people being accommodated in each room)
residents.	How many staff are on-site at night?
7. Supported accommodation "Non-itinerant" means a person who uses the building as a	Do you accommodate non-itinerant people with a disability?  ☐ Yes - continue ☐ No – proceed to "Building construction"
residence and is not travelling from place to place. "Disability" means the same as defined under section 5 of the <i>Disability</i> <i>Services Act 1992</i> .	What is the maximum number of people with a disability capable of being accommodated in the building?
	What is the minimum number of people without a disability providing supervision at any one time? (eg. one person over night, include even if they are on a "sleep" shift)
This information is only used to	
identify what issues may be encountered in an emergency situation (eg. a wheel chair may only be able to access 2 of the 4 available exits).	What types and level of disability do the occupants have?
8. Building construction This information is used as a	For each element (ie. external wall, internal wall and floor) of the building, what best describes the type of construction?
guide only to identify the type of fire-resisting construction for each of the building elements.	External walls ☐ cavity brick ☐ concrete block ☐ brick veneer ☐ timber framed ☐ other
If the type of construction is different for each storey, tick all applicable boxes (eg. tick cavity brick and timber framed etc).	Interior walls □ brick □ concrete block □ timber framed □ other
	Floors   concrete timber
9. Early warning system Building occupants must be provided with appropriate automatic warning on the detection of smoke so that they may evacuate in the event of a fire to a place of safety.  Note: the options at right are only for identifying what is currently installed. It does not, in	What best describes the early warning system installed in the building? (Tick applicable boxes)  ☐ Stand alone 9v (conventional battery) smoke alarm ☐ Stand alone 9v (tamper-proof lithium battery) smoke alarm ☐ 240v (consumer mains power supply) hard wired smoke alarm ☐ Smoke detection system with an interconnected audible alarm system with a local fire indicator panel ☐ Smoke detection system complying with AS1670.1
anyway, indicate that they will satisfy the requirements of the Fire Safety Standard.	☐ Other (describe briefly)
10. Emergency lighting A system of lighting for safe evacuation in the event of a fire must be provided.	What type of emergency lighting is installed in the building? (Tick applicable boxes)  □ Existing lighting located in corridors and common areas activated by smoke alarm  □ Internally illuminated exit signs using green lettering on a white opaque background with a sealed rechargeable backup battery  □ Dedicated system of emergency lighting installed in accordance with AS2293.1  □ Other (describe briefly)
11. Fire safety installations  Evidence to verify date of installation and ongoing	Are any of the following special fire services installed in the building or on the building site? (Tick applicable boxes)
maintenance of these installations should be made available if requested.	☐ Fire hydrant ☐ Fire hose reels ☐ Fire extinguishers ☐ Sprinkler systems ☐ Fire or smoke proof doors ☐ Air-handling systems ☐ plans attached to this application, the location of existing exit signs and any items

**Note:** On the building plans attached to this application, the location of existing exit signs and any items identified in sections 9,10 and 11 above, should be clearly marked on the plans along with a legend identifying the item (eg. ABE extinguisher, internally illuminated exit sign etc.).