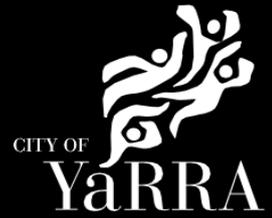


How to Submit Swimming Pool / Spa Compliance Certificate



Click on the following Link	Pool and spa registration Yarra City Council								
Enter the following details into your web browser	https://www.yarracity.vic.gov.au/services/building-in-yarra/around-the-home/pool-and-spa-registration								
Scroll down to 3. <i>Lodge your certificate</i> and click on LODGE A CERTIFICATE OF BARRIER COMPLIANCE	<p>3. Lodge your certificate</p> <p>If the private registered building inspector or building surveyor determines that your safety barrier complies with the applicable barrier standard, they will issue you with a certificate of barrier compliance.</p> <p>Pools and spas constructed before 1 November 2020</p> <p>The Victorian Government has recently extended the deadline for lodging your certificate. Please see the revised timelines below:</p> <table border="1"><thead><tr><th>Construction date of pool/spa</th><th>Compliance certificate must be lodged by</th></tr></thead><tbody><tr><td>30 June 1994 or earlier</td><td>1 June 2022</td></tr><tr><td>between 1 July 1994 and 30 April 2010</td><td>1 June 2023</td></tr><tr><td>between 1 May 2010 and 31 October 2020</td><td>1 June 2024</td></tr></tbody></table> <p>If a pool or spa barrier was constructed without a building permit before 1 November 2020, the compliance certificate must be lodged by 1 November 2021.</p> <p>Pools and spas constructed on or after 1 November 2020</p> <p>Your first certificate of barrier compliance will be due within 30 days of occupancy permit or certificate of final inspection. This certificate must accompany your application for registration.</p> <p>Fees</p> <p>There is a \$20.40 lodgement fee for each certificate. This fee is set by the Victorian Government.</p> <p>Lodgement</p> <p>You must lodge your certificate online by the deadline included in your registration letter.</p> <p>LODGE A CERTIFICATE OF BARRIER COMPLIANCE</p>	Construction date of pool/spa	Compliance certificate must be lodged by	30 June 1994 or earlier	1 June 2022	between 1 July 1994 and 30 April 2010	1 June 2023	between 1 May 2010 and 31 October 2020	1 June 2024
Construction date of pool/spa	Compliance certificate must be lodged by								
30 June 1994 or earlier	1 June 2022								
between 1 July 1994 and 30 April 2010	1 June 2023								
between 1 May 2010 and 31 October 2020	1 June 2024								
Agree to the Terms and Conditions and click CONTINUE	<p>Terms and Conditions</p> <p>Yarra eServices Terms and Conditions of Use:</p> <p>Access to Yarra City Council's 'Yarra eServices' (Service) is restricted to owners of property within the City of Yarra (and their nominated agents) and organisations or individuals who conduct business with Yarra City Council.</p> <p>By using the Service, you acknowledge that you have read and understood these terms and conditions and agree to be bound by them.</p> <p>Read our Terms and Conditions</p> <p>Read our privacy statement</p> <p>Read our disclaimer</p> <p><input checked="" type="checkbox"/> I Agree to the Terms and Conditions</p> <p>CONTINUE</p>								

Complete **Application Information** (Step 1) questions and click **NEXT**

Step 1 of 6

Application Information

Application Information

Body Corporate Details (if applicable)

Property Address

Delivery Email Address

File Attachments

Summary Information

Cancel Application

Shopping Cart

Application Summary

Building Pool and Spa Register - Swimming Pool Compliance Certificate Upload

LEGISLATIVE RESPONSIBILITIES

A registered building surveyor or inspector will issue a certificate of barrier compliance (Form 23) if the barrier is compliant with the relevant regulations. You must lodge this certificate on our website by a certain date. The date will depend on when construction of the swimming pool or spa started and when constructed was finished.

- Swimming Pools and spas where construction was completed before 1 November 2020 – You must lodge your certificate of barrier compliance by the due date specified on your registration letter.
- Swimming Pools and spas where construction was completed after 1 November 2020 – The building surveyor or inspector will issue you with a certificate of barrier compliance (Form 23) after the barrier has been completed under the building permit. You must lodge this within 30 days. If you do not do this, it will not valid.
- Alterations to a Swimming Pool or spa barrier that is already registered – The owner must lodge this certificate to Council within 14 days after receiving the certificate. If this is not done, it will not valid.

Once the certificate has been lodged with Council, we will tell you in writing when your next certificate of barrier compliance is due to be lodged. You will then need to have your safety barrier inspected and certified every four years, commencing from the first certificate lodgement deadline (or else otherwise advised by Council), to make sure the barrier has remained safe. For information in relation to compliance please click on this link: [Pool and spa inspections and compliance | Victorian Building Authority \(vba.vic.gov.au\)](#)

Application Information

Note: Fields with an asterix (*) are mandatory.

Is there any other building work that has altered or resulted in changes to the barrier since the swimming pool or spa was constructed / erected? If Yes, please upload supporting documentation at the Attachment Step.

Has Pool Barrier Been Altered Since Construction?

Not Selected

Declaration

I declare that I am the owner of the land on which the Swimming Pool / Spa is, or that I have obtained written consent from the owner or occupier of the land to lodge this request on their behalf.

It is against the law to provide false or misleading information, which could result in criminal proceedings and / or cancellation of the request. I acknowledge that all fees paid are non-refundable.

I agree to the terms of the Declaration*

Not Selected

CLEAR NEXT

Complete **Body Corporate Details** (if applicable) (Step 2) and click **NEXT**

Or

If no associated **Body Corporate** click **SKIP**

Note: **DO NOT ENTER** the 'Owner' in this step.

Step 2 of 6

Application Information

Body Corporate Details (if applicable)

Property Address

Delivery Email Address

File Attachments

Summary Information

Cancel Application

Shopping Cart

Body Corporate Details (if applicable)

Application Summary

Building Pool and Spa Register - Swimming Pool Compliance Certificate Upload

Please provide all required fields to add a new name association to your application. Business must be selected to add your ABN/VACN.

Please select applicable Person Business

Given Names*

Surname*

Address Detail*

Suburb*

Postcode*

Please enter at least one daytime contact number*

Home Phone

Work Phone

Mobile Phone

Email Address

PREVIOUS CLEAR SKIP NEXT

Property Address (Step 3) using the Fast Search enter the address of the property of where the pool / spa is located.

The address will appear under *Formatted Address* click **NEXT**

Step 3 of 6

- Application Information
- Body Corporate Details (if applicable)
- Property Address
- Delivery Email Address
- File Attachments
- Summary Information

Cancel Application

Shopping Cart

Property Address

Application Summary
Building Pool and Spa Register - Swimming Pool Compliance Certificate Upload

Property Search

① Search for a property or land location for this step of your application.

Address Land

Fast Search 325 Bridge

Advanced Search

Unit Number

House Number

Street Name

Suburb

Postcode

Formatted Address	Legal Description
325-333 Bridge Rd Richmond VIC 3121	NO legal fields are recorded on this land parcel

Complete **Delievery Email Address** details (**step 4**) once completed names will appear under **Added Names**

The email addresses will be used to communicate with you about your registration. This includes general communication, invoices, etc

Click **NEXT**

Step 4 of 6

- Application Information
- Body Corporate Details (if applicable)
- Property Address
- Delivery Email Address
- File Attachments
- Summary Information

Cancel Application

Shopping Cart

Delivery Email Address

Application Summary
Building Pool and Spa Register - Swimming Pool Compliance Certificate Upload

⚠ Please provide a valid email address. This email address will be used to send you information relevant to your application.

Email Address

Complete File Attachment (step 5)

The attachment types marked with asterisk are mandatory.

You must ensure that the documents you attached are saved in the accepted file type before uploading.

How to upload each document:

- Select Attachment Type
- Click on Choose File
- Select File
- Click on Upload
- Attachments once uploaded will appear under **Uploaded Files**

When uploading documents online there is a file size limit of 128 megabyte per attachment. If a document is larger than this, you will need to reduce the size of it / upload documents separately.

Click Next

Step 5 of 6

File Attachments

Application Summary

Building Pool and Spa Register - Swimming Pool Compliance Certificate Upload

Upload any files relevant to your application that meet the file type requirements.

Attachment Type	Accepted File Types
<input checked="" type="radio"/> Certificate of Compliance* Please provide a copy of the Certificate of Compliance. If your certificate is a certificate of Non-Compliance, please upload it here *	DOC,DOCX,PDF,PNG,JPG,JPEG
<input type="radio"/> Proof of Consent from Owner If you are acting on behalf of the property owner, provide written consent that you are authorised to act on behalf of the owner.	DOC,DOCX,PDF,PNG,JPG,JPEG

Upload a File

CHOOSE FILE No file chosen

CLEAR **UPLOAD**

Uploaded Files

No Records Added

PREVIOUS **NEXT**

Step 6 – Summary Information and click CONTINUE

Step 6 of 6

Summary Information

It is your responsibility to check that all of the details are correct. Check the details below. You can adjust any of the information by clicking on the heading link above the heading on the section or click on the steps on the left-hand side of the screen.

You can return to this Summary by clicking on the Summary link on the left-hand side of the screen.

Note: You will be required to enter Applicant information in the next step.

Application Information	<p>Has Pool Barrier Been Altered Since Construction? No</p> <p>I agree to the terms of the Declaration* No - I am acting on behalf of the owner</p>
Body Corporate Details (if applicable)	No Information Supplied
Property Address	Address 325-333 Bridge Rd Richmond VIC 3121
Delivery Email Address	Email Address test@test.com
File Attachments	File Name Yarra MBS Aquittal review Checklist 2022 - Final Version.docx Attachment Type Certificate of Compliance* - Please provide a copy of the Certificate of Compliance. If your certificate is a certificate of Non-Compliance, please upload it here * File Size 63.60 KB

After clicking Continue below, you will be prompted to complete the details of the Applicant (person or entity applying for this permit or request).

By continuing below, I declare that I am the applicant; and that the information in this application is true and correct. Remember it is against the law to provide false or misleading information, and if I do it could result in cancellation of the application, permit or request.

CONTINUE

Enter **Applicant** details and click **COMPLETE**

Applicant

Name Details

Please select applicable Person Business

Given Names

Surname*

Address*

Suburb*

Postcode*

Contact Details

Email Address*

Please enter at least one daytime contact number*

Home Phone

Work Phone

Mobile Phone

PREVIOUS

COMPLETE

If you would like a copy of the application Click **Print** and this allows you to save the summary as a PDF or print a hard copy.

Note: Once a Council Officer has reviewed your compliance certificate an invoice will be emailed to you.