

Certificate of Structures Form

Temporary Structures at Events

The City of Stirling's [Temporary Structures Guidelines](#) details various types of temporary structures and the documentation typically required, in accordance with the *Building Act 2011* and *Building Regulations 2012*. All temporary structures must be installed and managed as per manufacturer's specifications and instructions. The event organiser and structure/device owner/operator must comply with their duties under the *Work Health and Safety Act 2020* (WHS Act) and *Work Health and Safety (General) Regulations 2022*.

Temporary structures greater than 24m²

Temporary structures greater than 24m² require a Certificate of Structures to be completed by suitably qualified person or rigger, prior to the use or occupation of the structure. The City's requirements will be communicated to an event organiser in writing, prior to the event. Please note, any temporary structures greater than 24m² that have not been certified must not be occupied.

This form must be submitted to the City upon completion of installation/on the day of the event, by the submission method detailed in the City's final event approval correspondence. Generally this will be hand-delivered to the Environmental Health Officer attending the event, however in some instances the completed form is to be emailed to the City: eventapplications@stirling.wa.gov.au upon completion of installation/on the day of the event.

EVENT DETAILS	
Name of Event:	Event Date:
Location of Event:	
Event Organiser Contact:	
Structures being certified (names to reflect those on the City's final event approval correspondence):	
CERTIFIER/INSTALLER'S DETAILS	
Certifier/Installer's Name:	
Business Name:	
Registration Number:	
Address:	Email:
Phone:	
DECLARATION	
I hereby certify that the structures listed above have been installed/managed/erected and/or constructed in accordance with their respective engineering details and/or manufacturer's specifications and instructions (including weather and ground conditions).	
Name of Installer:	Signature:
Date:	Phone:

Last reviewed: August 2025