

Tel: 8470 8899
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APPLICATION FOR PROPERTY INFORMATION -Conveyancing

I (Applicants Name)
of (Company Name)
Address for Correspondence
Telephone Email

HEREBY REQUEST DETAILS RELATING TO THE PROPERTY AT:

No. Street/ Road Suburb
Lot/s LP/PS Volume Folio
Crown Allotment Section Parish County
Municipal District
Registered Owner
Signature of Owner/Agent _____ Date _____

Particulars Requested: Please indicate (√) as to the specific information required	<u>Cost</u>
1. Building Permit Information for the preceding 10-years - Regulation 51(1) including details of any permit or certificate of final inspection and any current Notices or Orders	\$47.25 <input type="checkbox"/>
* Urgent requests (24-hour turnaround)only for this part (includes GST)	\$100.00* <input type="checkbox"/>
2. Property Information (ie flooding, termite, bushfire attack, snowfalls designated land) – Regulation 51(2)	\$47.25 <input type="checkbox"/>
3. Building Inspection details for the preceding 10-years – Regulation 51(3) (owner/ mortgagee only)	\$47.25 <input type="checkbox"/>
4. Copy of building permits, certificates & insurance policies (owner’s written consent must be attached).	\$65.00 <input type="checkbox"/> Incl. GST

All requests take up to 10 working days to complete with the exception of no. 4 which will take longer if documents are stored off site.

PRIVACY STATEMENT

“The collection and handling of personal information is accordance with Council’s Privacy Policy which is displayed on Council’s website and available for inspection at, or collection from, Council’s customer service centre/s”

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