

APPLICATION FORM



SECTION 149 CERTIFICATE APPLICATION

**FORM CANNOT BE FAXED OR EMAILED
PAYMENT MUST ACCOMPANY THE FORM BEFORE PROCESSING**

PROPERTY DETAILS

Unit No: _____ House No: _____ Street: _____

Suburb: _____ Lot + DP/SP: _____

Owner: _____

APPLICANT'S DETAILS

Name: _____

Postal Address: _____ DX: _____

Suburb & Postcode: _____

Phone No: _____

CERTIFICATE REQUIREMENTS

- * Section 149 (2) - (3 - 5 working days) \$53.00
(Cashier Code - 700)
- * Section 149 (2) + (5) - (3 - 5 working days) \$133.00
(Cashier Code 700)
- * Urgency Fee - (24 hour processing fee) **Extra** \$150.00
(Cashier Code - 699)

Will collect from Customer Service Section

Forward to Applicant's Address

Applicant's signature

**N.B. LACK OF FULL PROPERTY INFORMATION MAY LEAD TO PROCESSING DELAYS
An additional certificate fee is required to be paid for each separate lot**

PRIVACY STATEMENT

Personal details requested on this form will only be used for the purpose of processing your application. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council may not be able to process your application. Access to the information is restricted to Council officers and other authorised people. You may make application for access or amendment to information held by Council. Applications by members of the public to view Council's records are subject to the provisions of Council's Privacy Management Plan, Section 18 Government Information (Public Access) Act 2009 & Schedule 1 - Government Information (Public Access) Regulation 2009.

I have read and understand the Privacy Statement

Signed: Date:

FOR COUNCIL USE

Registration No:		Risk Category:		Date Entered:	
Total	Receipt Number	Date	Time	Initials	

OFFICE USE ONLY: SECTION 149 - CASHIER CODE 700 (PDS02) URGENCY - CASHIER CODE 699