

Request for Copy of Plans and Documents



Building Regulation 50

Applicants Details:

Name Company

Postal Address.....

Telephone No

Signed..... Date...../...../.....

Property Details:

Street No..... Street/Road.....

Town..... Lot/s..... LP/PS.....

* Registered Owner/s:

* Under the *Building Act 1993*, Section 248, it is an offence to act without the Owner's authority. If the applicant is not the Owner of the property, it is necessary that the current Owner's consent be obtained in writing and lodged with this application.

Information required:

Note: Council does not hold records of original plans or permits for former Dept. of Housing properties.

Plans: All plans Part Plans (specify).....

Final Certificate Occupancy Permit Building Permit Specifications Computations

Other (specify).....

Building Type: (i.e Dwelling).....

FEES:

Search Fee (payable on application)*	\$65.00 (Inc GST)
Copy of Final Certificate	\$40.00
Copy of Occupancy Permit	\$40.00
Copy of Building Permit	\$40.00
Copy of Plans Fee	\$90.00 (Inc GST)

Office Use Only: (Short key 127)
DATE
RECEIPT NO.....
FEE PAID.....

*Search Fee is non refundable

Note: Every endeavour will be made to locate the documents requested. However, no guarantees can be given. Copies of plans can be collected from Sale Customer Service Centre, 18 Desailly Street, Sale (or Yarram Service Centre by request). You will be advised by telephone when the copies are ready for collection.

Updated July 2018

The personal information requested on this form is being collected by Council for a Building Services application. The personal information will be used solely by Council for that primary purpose, or directly related purposes. The application understands that the personal information provided is for this Building Services application and that they may apply to Council for access and/or amendment of the information.

18 Desailly Street (PO Box 506) SALE VIC 3850 Ph: 1300 366 244 Email: enquiries@wellington.vic.gov.au

