



Application No:	_____
Receipt No:	_____
Received by:	_____
Receipt date:	____/____/____

Locked Bag 22 (184-194 Bourke Street) GOULBURN NSW 2580 Phone: 4823 4444 – E: council@goulburn.nsw.gov.au

PROPERTY INFORMATION ENQUIRY FORM			
Type of application sought (please tick box)	Cost	Type of application sought (please tick box)	Cost
<input type="checkbox"/> Planning Certificate under s10.7 (2) EPA Act.	\$53	<input type="checkbox"/> Rates & Charges Certificate under s603 Local Government Act.	\$80
<input type="checkbox"/> Planning Certificate under s 10.7 (2) & (5) EPA Act.	\$133	<input type="checkbox"/> Rates & Charges s603 Urgency Fee	\$27
<input type="checkbox"/> Planning Certificate under s 10.7 Urgency Fee	\$60	<input type="checkbox"/> GIS sewer main diagram	\$15
<input type="checkbox"/> Building Certificate (Residential) under s6.26 EPA Act.	\$250	<input type="checkbox"/> Special water meter reading for Goulburn	\$80
<input type="checkbox"/> Building Certificate (Commercial / Industrial) under s6.26 EPA Act.	###	<input type="checkbox"/> Special water meter reading for Marulan	\$120
<input type="checkbox"/> Building Certificate (Unauthorised work) under s6.26 EPA Act.	###	<input type="checkbox"/> Outstanding Notices Certificate under 9.3 EPA Act 1979 & 124 Local Gov't Act 1993.	\$95
Swimming Pool Inspection for Barrier (Please complete separate application)		<input type="checkbox"/> Weeds Certificate s64 Noxious Weeds Act.	\$75
		<input type="checkbox"/> Weed inspection report	###

Please note: The *Noxious Weeds Act 1993* was repealed on 1 July 2017 and replaced with the *NSW Biosecurity Act 2015*. On request Council will continue to complete Weed Notice Searches until the transition period to this Act ends. Please contact Council's Biosecurity Weeds Officer on 4823 4409 for further information.

denotes assessment fee / quote required from Council.
 Note: A fee can only be levied in accordance with clause 260 of the EPA Regulation for unauthorised work where the applicant carried out or authorised that work.
Please include an email address as the 10.7 Certificates will be emailed to you once issued.
Council endeavours to issue 10.7 Certificates within 10 business days of receiving the application. In some cases the Certificate will be issued earlier.
Please allow 10 business days for your Certificate to be processed and issued.

Section 1 Applicant's details DELIVERY METHOD S603 & Water Reads Please Select One <input type="checkbox"/> EMAIL <input type="checkbox"/> FAX <input type="checkbox"/> POST 10.7 EMAIL ONLY	Name / Company: _____ Postal Address: _____ Suburb: _____ State: _____ Postcode: _____ E-mail: _____ Fax: _____ Phone: _____ Mobile: _____ Signature: _____ Date: _____ Your Reference No: _____
--	--

Section 2 Property details ALL FIELDS MUST BE COMPLETED CORRECTLY	Owner(s) name: _____ No: _____ Street name: _____ Suburb: _____ Lot: _____ Section: _____ DP: _____ ALL LOTS & DP'S MUST BE LISTED ABOVE AS CURRENTLY HELD BY LAND & PROPERTY. IF YOUR CLIENT IS NOT PURCHASING ALL LOTS LISTED, LIST WHAT IS BEING PURCHASED BELOW;	
	<table border="1"> <tr> <td style="background-color: yellow;">LIST LOT & DP'S BEING PURCHASED IF NOT ALL OF ABOVE</td> <td style="background-color: yellow;">NEW SUBDIVISION – PROPOSED LOT NO. & DP NO. (IF KNOWN)</td> </tr> </table>	LIST LOT & DP'S BEING PURCHASED IF NOT ALL OF ABOVE
LIST LOT & DP'S BEING PURCHASED IF NOT ALL OF ABOVE	NEW SUBDIVISION – PROPOSED LOT NO. & DP NO. (IF KNOWN)	

Section 3 Building Certificate details Owner's consent Whole / Part of building Submitted documentation	As the owner(s) of the above property, I / we consent to this application: Name: _____ Name: _____ Signature: _____ Signature: _____ Date: ____/____/____ Date: ____/____/____ Note: A Building Certificate does not require the owner's consent if the applicant is the purchaser or purchaser's solicitor / agent or a public authority who has notified the owner of its intention to apply for a Certificate. Please stipulate any access requirements for property inspection(s) by Council staff: i.e. key required, gate locked, dangerous dog, four wheel drive access only etc. Does the application for a building certificate relate to the whole or part of the building? <input type="checkbox"/> Whole <input type="checkbox"/> Part > Please describe: _____ <input type="checkbox"/> Current survey report. <input type="checkbox"/> Survey report (not current) with evidence of no material change to the building. <input type="checkbox"/> Other > Please describe: _____
--	--

Payment method (please tick box):	Credit card details:	Amount Due:
<input type="checkbox"/> Solicitors / Conveyancers Account	Card No.	(i) \$
<input type="checkbox"/> Cheque	Card Type:	(ii) \$
<input type="checkbox"/> Cash	Card holders name:	(iii) \$
<input type="checkbox"/> Credit card	Expiry date:	(iv) \$
<input type="checkbox"/> Receipt for payment required.	Signature:	Total \$

Council collects personal information only for a lawful purpose that is directly related to Council's functions and activities. Council is required under the Privacy & Personal Information Protection Act 1998 (PPIPA) to collect, maintain & use your personal information in accordance with the Privacy Principles & other relevant requirements of the PPIPA. For further information or clarification please contact Council's Privacy Officer or refer to Council's Privacy Management Policy at www.goulburn.nsw.gov.au.