



**Building Property Information Request Form**

**\$47.95**

The fee applies to each sub Regulation for which information is requested.

Applicants Name: \_\_\_\_\_  
 Postal address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Registered owner: \_\_\_\_\_

I hereby request information on the following property:

No: \_\_\_\_\_ Street/road: \_\_\_\_\_  
 Town: \_\_\_\_\_ Lot: \_\_\_\_\_ LP/PS: \_\_\_\_\_  
 CA: \_\_\_\_\_ Sec: \_\_\_\_\_ Parish/township: \_\_\_\_\_

I have attached a copy of the Title and/or subdivision details. I understand that failure to do so may result in a delay in processing the request.

Regulation	Information requested	Tick
51 (1)	Details of any Building Permits, Occupancy Permits or Certificates of Final Inspection issued in the preceding 10 years. Details of any current determinations made under Regulation 64(1) or exemption under Regulation 231(2). Details of any current notices, orders	<input type="checkbox"/>
51 (2)	Information on whether the property is: <ul style="list-style-type: none"> <li>• liable to flooding within the meaning of Regulation 5(2),</li> <li>• designated under Regulation 150 as an area in which buildings are likely to be subject to infestation by termites,</li> <li>• a property for which a bushfire attack level has been specified in a planning scheme.</li> <li>• in an area determined under Regulation 152 to be likely to be subject to significant snowfalls,</li> <li>• designated land or designated works under Part 10 of the Water Act 1989.</li> </ul>	<input type="checkbox"/>
51 (3)	Inspection approval dates of the mandatory notification stages for building work (only available if requested by the owner, mortgagee or building practitioner reporting on Section 137B of the Building Act 1993)	<input type="checkbox"/>

Signature Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment options**

**In person:** present this form and payment (cash, cheque/money order, EFTPOS or credit card) at one of our Service Centres.

**By Mail:** cheque or money order – payable to Macedon Ranges Shire Council, or complete Credit Card payment authorisation over the page. Mail this form and payment to PO BOX 151 KYNETON VIC 3444.

**Credit card payment authorisation**

Mastercard  Visa

I authorise you to charge the following amount to my credit card: \$ \_\_\_\_\_

Name on card: \_\_\_\_\_

Credit card number: \_\_\_\_\_

Expiry date (xx/xx): \_\_\_\_\_ Signature: \_\_\_\_\_

Barcode for Office Use Only

