



Private Building Surveyor lodgement form

For use by Private Building Surveyors to facilitate payment of the lodgement fee to Council in accordance with Section 30 of the Building Act 1993.

To: Macedon Ranges Shire Council

From:

Relevant Building Surveyor: _____

Email: _____

Address: _____

Permit details: _____

Property Address: _____

Property Owner: _____

Building Permit Number: _____

Description of work: _____

This form is to accompany all documentation to be lodged with Council for a Building Permit issued by a Private Building Surveyor.

Office Use Only



Privacy

Macedon Ranges Shire Council will only collect information from you with your knowledge and consent. Council will use personal information provided by you for the purposes for which it was collected. Personal information you provide to Council is protected by the Privacy and Data Protection Act 2014. Council will not disclose your personal information to a third party unless required by law.

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 below. 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: _____

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Expiry date (xx/xx): _____

Signature: _____