

Request for Building Records

Including: Plans, Consents and Certificates



Fee: Search - \$55 per hour or part thereof

Plus photocopy fees from council's fees and charges

- The owner is the only person permitted to access this information unless we have written consent from the owner/s.
- Searches involving numerous development applications or applications dated prior to 1985 may be a lengthy process. Council will contact you with an estimate of time and associated additional search fees if the search is expected to exceed one hour.

Address of Property:

Street No: _____ Street: _____ Town: _____
Lot: _____ Section: _____ DP: _____

Who originally owned the house: (i.e. Who the dwelling was built for)

What year built: (approx) _____

Email _____ Post _____ or Collect

Current Owner: _____

Signature: _____ Phone: _____

Applicant: _____

Signature: _____ Phone: _____

Office Use Only:

Development Application No: _____

Receipt No: _____ Date: _____