

Application for Plan Search

for
Building Approvals

Office Use Only: Date Stamp

Property Address

Assessment No.	Street No.	Lot No.
Street Name		Suburb

Owners Details

Name/s	
Postal Address	
Email	
Contact Number/s	

Applicants Details

Name/s	
Postal Address	
Email	
Contact Number/s	

Owners Authorisation for Applicant to receive information and/or collect plans.

Owners Signature		
Date		

Please forward information via **Email / Post**

Note: A plan search application only provides a list of the building approvals registered against a particular property. Should you wish to obtain copies of one or more approvals relating to the property please complete the Copy of Building Approvals application form and refer to the attached Schedule of Fees. It is important to note that an Application for Plan Search is required to be submitted with all Copy of Building Approvals applications. Please be advised that the City cannot guarantee that a building approval/s will be located for the subject property.

Office Use Only

Plan Search Fee	\$36.50 (a/c 500205-Building)
Receipt No.	

Building Approvals Located in Search

Approval No.	Type of Structure (Patio, Shed, Pool etc.)	Location <i>(In Office or IM)</i>	Approval Date
Information to applicant - Emailed / Posted		Date:	