

REQUEST FOR COPY OF DEVELOPMENT APPROVAL

Property Details	
Lot No:	House/Street No:
Street Name:	Suburb:

Approval and Request Details
Request Details (including approximate date if known):
<input type="checkbox"/> Copy of approval letter and conditions <input type="checkbox"/> Copy of approved plans
<p>* <i>Please note that charges may apply and will be based on a fee per hour as per the Planning Services Schedule of Fees and Charges. Additional charges may apply for requests for documents or plans larger than A3.</i></p> <p>* <i>Documents and plans can be provided in electronic version (where available).</i></p> <p>* <i>Plans may not be to scale or depict all existing structures, and therefore may not be suitable for resubmission for new applications.</i></p>

Owner Details		
Name(s):		
Postal Address:		Postcode:
Phone:	Mobile:	Fax:
Email:		
* Signature:		Date:
* Signature:		Date:
Collection Method: <input type="checkbox"/> Please send to owners email (if electronic version available) <input type="checkbox"/> Please post to owners address <input type="checkbox"/> Please contact the owner to collect <input type="checkbox"/> I/We the owners of the above property give permission for the applicant below to collect the plans		

Applicant Details <i>(if different to owner)</i>		
Name(s) / Company Name:		
Contact Person:		
Postal Address:		Postcode:
Phone:	Mobile:	Fax:
Email:		
* Signature:		Date:
Collection Method: <input type="checkbox"/> Please send to applicants email (if electronic version available) <input type="checkbox"/> Please post to applicants address <input type="checkbox"/> Please contact the applicant to collect		

OFFICE USE ONLY	
Parcel No:	Date Received:
Fees Paid:	