

Council Search Application
Fees 1 July 2019 to 30 June 2020
(or until changed by resolution)

Search results may contain disclaimers as to the accuracy and content of the information provided.

Fees for inspection of Council's land record pursuant to the *Local Government Act 2009* in respect of each parcel of land or rate assessment (whichever is the lesser in number) in respect of the rates and local laws schedules refer overleaf) and in respect of one nominated parcel for the planning, building, health and environment and engineering schedules (including zoning, flooding, drainage and access information).

Date:	Your Reference:
Applicant's Name:	
Applicant's Address:	
Phone:	
Email:	The completed search will be emailed to nominated address.
Prospective Purchaser's Details (Please note these are compulsory conditions for lodging a search application)	
Full name:	
Current postal address of prospective purchaser:	
Purchaser address for service of notices following change of ownership:	

Description of Land

Lot:	Plan:
Where there is more than one parcel and these are commonly valued together with other parcels, please detail all parcels below. Planning, engineering, building and health search information will only be provided in respect of one parcel being the parcel nominated above.	
Other lots where rates data sought:	
Improvements on Land:	
Settlement Date:	
Vendor's Name:	
Vendor's permission to enter property attached? Yes	
* (Owner's written permission and phone must be provided where search requires entry on property - building compliance, health site and swimming pool safety inspections)	

Tick appropriate box below for additional searches

Full Property Search (Includes rates, building records, engineering, planning, health info)			Urgent Property Search (Includes rates, building records, engineering, planning, health info)		Health Site Inspection *	Health Site Re-inspection	Health Info Only	Health Urgent Fee (Additional)
\$264.00			\$368.00		\$339.00	\$226.00	\$32.00	\$123.00
Planning Certificate			Form 19	Building Compliance Inspection *	Swimming Pool Safety Certificate *	Any other information please specify (this may attract an additional charge) <i>GST does not apply to any charge</i>		
Ltd	Standard	Full						
\$285.00	\$4,716.00	\$13,204.00	\$261.00	\$292.00	\$300.00			

Office Use Only

Amount: \$	Receipt No/s:	Date:
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Important Information

- The timeframes quoted in this pro forma commence from the date that your request and fee are received.
- Please choose the search with the timeframe appropriate to your needs. Whilst every effort will be made to dispatch your request well within the timeframes given, staff availability and volume of requests may not make this possible and verbal information will not be given.
- The personal information collected on this form is required for the purpose of providing a property search response and providing information to prospective property purchasers. The collection of this information is authorised by the *Local Government Act 2009*. It is the practice of the Council to not disclose information to other parties except as required/authorised by law.

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Property Searches

Full Property Search 7-10 working days **\$264.00**
Supply in writing of information on rates, building records, engineering, planning and health information. Any additional information required may attract an additional fee (at cost) - this is dependent on research required.

Urgent Property Search 2-3 working days **\$368.00**
Supply in writing of information of full property search.

Charge retained by Council from fee paid in respect of search incorrectly made **\$85.00**

Please note: Working days do not include weekends, public holidays or the Christmas/ New Year close down period from 24 December 2019 to 1 January 2020 (inclusive).

Planning/Building/Health Fees

Limited Certificate	Allow 5 working days	\$285.00
Standard Certificate	Allow 10 working days	\$4,716.00
Full Certificate	Allow 30 working days	\$13,204.00
Building Compliance Inspection	Per building	\$292.00
Health Site Inspection	Licensed premises	\$339.00
Health Site Re-inspection	Licensed premises	\$226.00
Urgent Health Search	Additional	\$123.00
Health Search	Per parcel	\$32.00
Form 19		\$261.00