

# Hawkesbury City Council

366 George Street (PO Box 146) Windsor NSW 2756 DX 8601 WINDSOR  
 Phone: (02) 4560 4444 Facsimile: (02) 4587 7740 Email: [council@hawkesbury.nsw.gov.au](mailto:council@hawkesbury.nsw.gov.au)



## Application for Certificate / Documents

Receipt No:	
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**All certificates will be emailed unless additional postage or DX fees are paid.**

### APPLICANT DETAILS

Applicant	<input type="text"/>	Your Ref.	<input type="text"/>
Postal Address	<input type="text"/>		
Telephone	<input type="text"/>	Fax	<input type="text"/>
		Mobile	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>
Email Address (required)	<input type="text"/>		

### LAND/PROPERTY DETAILS

No.	<input type="text"/>	Street	<input type="text"/>		
Town	<input type="text"/>	Lot	<input type="text"/>	DP	<input type="text"/>
Owner	<input type="text"/>				

CERTIFICATES/DOCUMENTS AVAILABLE	Indicate fee paid	
<b>OUTSTANDING RATES AND CHARGES</b>		
<b>Section 603 Local Government Act 1993</b> - information as to outstanding rates and charges that are payable at the time the Certificate is issued by the Council.	\$85 <input type="checkbox"/>	\$
Urgency Fee - (Additional)	\$57.35 <input type="checkbox"/>	\$
<b>PLANNING CERTIFICATES</b>		
<b>Section 10.7(2) Environmental Planning and Assessment Act 1979</b> - Contains statutory information required to be provided in accordance with the Act.	\$53 <input type="checkbox"/>	\$
<b>Section 10.7(2) &amp; (5) Environmental Planning and Assessment Act 1979</b> - As above, plus contains additional advice on other relevant matters affecting the land which Council is aware of.	\$133 <input type="checkbox"/>	\$
<b>COUNCIL MAP EXACT</b>		
<b>Section 10.8 Environmental Planning and Assessment Act 1979</b> – Copy of a document, map or plan held by Council, as referred to in an environmental planning instrument, e.g. land zoning map.	\$53 <input type="checkbox"/>	\$
Map/Plan requested: _____		
<b>OUTSTANDING NOTICES OR ORDERS</b>		
<b>Section 735A Local Government Act 1993</b> - Contains information as to any outstanding Notices or orders that Council may have served in respect to the land under the provisions of the Act (refer S124 and S132)	\$108.20 <input type="checkbox"/>	\$
<b>Section 121ZP Environmental Planning and Assessment Act 1979</b> - Contains information as to any outstanding Notices or Orders that Council may have served in respect to the land under the provisions of the Act, (Refer Section 121 H & Division 2A, Part 6 of the Act)	\$108.20 <input type="checkbox"/>	\$
Urgency Fee - (Additional per certificate)	\$61.70 <input type="checkbox"/>	\$
<b>STATUS OF WORKS CERTIFICATE</b>		
<b>Section 88G Conveyancing Act 1919 - Certificate</b> - Contains information as to the status (maintenance or otherwise) of works installed as consequence of positive covenant imposed on land (refer Part 5 of the Act). * Note - A copy of the 88B Instrument must be supplied with application	\$35.00 <input type="checkbox"/>	Inspection required
	\$10.00 <input type="checkbox"/>	No inspection required
<b>Copy of Approval to operate septic system</b> - (current licence only - to confirm there is a licence call Customer Service on (02) 4560 4444)	\$28.60 <input type="checkbox"/>	\$
<b>Drainage Diagram</b> - Diagram indicating position of house drainage lines or position of main sewer line (properties in sewered areas only). If unsure whether Council sewer, Sydney Water or unserved, please contact Council's Customer Service on (02) 4560 4444.	\$23.30 <input type="checkbox"/>	\$
<b>Sewer Reference Sheet</b> - Diagram indicating position of Council Sewer Main in relation to property boundaries.	\$20 <input type="checkbox"/>	\$
Fax, DX, or postage fee (additional)	\$17.90 <input type="checkbox"/>	\$
<b>TOTAL OF FEES</b>		<b>\$</b>

### ISSUE OR COLLECTION OF CERTIFICATE OR DOCUMENTS - DETAILS

All payments VIA credit card will incur a 0.5% merchant fee

Post     DX     Collect     Email

To be collected by	<input type="text"/>	Telephone	<input type="text"/>
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### Privacy Notice

Council is bound by the provisions of the Privacy and Personal Information Protection Act 1998, in the collection, storage and utilisation of personal information provided in this form. Accordingly, the personal information will only be utilised for the purposes for which it has been obtained and may be available for public access and/or disclosure under various NSW Government legislation.