

# 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



## application for building information certificate

Environmental Planning and Assessment Act, 1979  
Under Division 6.7

Rec No.	
Property No	
Cert No	
Fee	
DA No:	

**Applicant's Name**

**Phone Number**

**Address**

**Applicant Signature**  **Date**

**Are you?** (please tick  appropriate box) **Yes** **No**

The owner, their solicitor or agent?

A purchaser under Certificate of Sale of the subject property

A solicitor or agent acting for a purchaser under Contract of Sale of the subject property

A Public Authority

\*Please note: You may be required to supply a current survey of the land.

### CONSENT OF OWNER

(this section to be completed if you answered No to all of the above)

I

(name of owner/s)

of

(address)

being the owner of the subject property consent to the making of this application.

**Signature**  **Dat**

### IDENTIFICATION OF BUILDING(S) AND LAND

**No**  **Street**

**Town**  **Lot**  **DP**

**Lease no. and type of holding (if Crown Land)**

**Type of building**  **Whole/Part**

**Nearest cross street**



## PLEASE COMPLETE THIS SECTION FOR BUILDING ACCESS

(to ensure that Council's Officer can gain access to the building for inspection)

Agent's name  Phone

Owner/Occupier's name  Phone

Dwelling       Carport       Out buildings       Shed       Garage

Pool       Factory       Warehouse       Shops       Office

Other Description:

## ISSUE OR COLLECTION OF CERTIFICATE OR DOCUMENTS - DETAILS

Post       DX       Collect

To be collected by  Phone

Authority - Name

Authority - Signature

## LODGEMENT INFORMATION

### Method of Lodgement

It is recommended that Applications be submitted in person to avoid lost time in the event of incomplete Applications and the need to return the Application. Applications can be submitted to the Customer Service Area at the Council's Administrative Offices at 366 George Street, Windsor.

Applications can be faxed to (02) 4587 7740.

Applications that are lodged by post should be addressed to the General Manager at one of the following addresses.

**PO Box 146  
WINDSOR NSW 2756**

**OR**

**DX 8601  
WINDSOR**

### Further information

If you require further information on completing this form, Council may be contacted on (02) 4560 4444 between the hours of 8.30am and 5pm weekdays.

### 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.