



INNER WEST COUNCIL

PLANNING CERTIFICATE REQUEST

ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979
SECTION 10.7 (2) AND (5)

APPLICANT'S DETAILS

Salutation: (Please Tick)	<input type="checkbox"/> Mr	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	<input type="checkbox"/> Other
Family or Company Name				
Given Name		Surname		
Postal Address				
Phone No		Mobile		
Email				

PROPERTY ADDRESS

Street and Suburb:	House/ Unit number:	Street:	Suburb:
Legal Description:	Lot No:	Section	DP/SP No.
Owner	Name:	Address:	

INSTRUCTIONS FOR COLLECTION

Instructions:	Telephone for pickup/ collection: <input type="checkbox"/>	Email to Applicant: <input type="checkbox"/>
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Please note that certificates can only be picked up/ collected from the Inner West Council - Ashfield Service Centre - 260 Liverpool Road, Ashfield 2131, Monday to Friday 8:30 am - 4:00 pm.



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Please note this application form will not be processed unless all information is completed and payment is provided.

- Certificate will be available within 5 working days of the application being received.
- Please note Section 10.7(5) cannot be applied for separately.
- Where a certificate is being purchased to inform the issue of a complying development certificate, it is recommended that a section 10.7(2) and (5) certificate be obtained as it may contain relevant additional information, for example the location within Aircraft Noise Exposure Forecast (ANEF) contours.
- It is the applicant's responsibility to ensure the information provided on this form is accurate and complete.

CERTIFICATE TYPE

Please indicate the type(s) of certificate required and total cost.

10.7 (2) Certificate - Planning certificate, Environmental Planning and Assessment Act 1979 Provides planning information such as zoning and includes complying development information.	Fee \$ 53	<input type="checkbox"/>
10.7 (2) and (5) Certificate - Planning certificate, Environmental Planning and Assessment Act 1979 Includes information available in s10.7(2) and additional information affecting the land where Council has information available	Fee \$ 133	<input type="checkbox"/>
Urgency Fee (additional) Available within maximum 2 working days of the application being received	Fee \$ 192.50	<input type="checkbox"/>
	Total \$	<input type="checkbox"/>



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DECLARATION

I understand that information provided with this application may be disclosed under the provisions of the Government Information (Public Access) Act 2009 and correspondence from Council may be made available for viewing by the general public.

Applicant's Signature		Date	Click here to enter a date.
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PRIVACY STATEMENT

Application forms and/or names and addresses of people making an application is information that is publicly available. In accordance with section 18(1)(b) of the Privacy and Personal Information Protection Act 1998 (NSW), you are advised that all application forms received by Council will be placed on the appropriate Council file and may be disclosed to Councillors, Council officers, consultants to Council or members of the public. Pursuant to the provisions of the Government Information (Public Access) Act 2009, Council is obliged to allow inspection of its documents, including any application you make. However, should you wish for your contact details to be suppressed, please indicate such on the application form.

INSTRUCTIONS FOR APPLICANTS

- Lodging an application requires a completed application form, all relevant information and the payment of the required fee.
- INCOMPLETE OR ILLEGIBLE APPLICATIONS WILL NOT BE ACCEPTED AND WILL BE RETURNED TO YOU.**
- Lodge in person – Inner West Council's Ashfield Service Centre - 260 Liverpool Road, Ashfield NSW 2131.
 - Council's opening hours are Monday - Friday, 8.30am – 5.00pm, cashiering hours are Monday-Friday, 8.30am - 4.00pm. Please note Applications must be lodged by 4.00pm.
 - Lodge by mail – Inner West Council - Ashfield Service Centre - PO BOX 1145 Ashfield NSW 1800.
 - Application will be checked at lodgement to ensure the required information is provided.
 - Payment – In person – cash, cheque, EFTPOS, credit card (0.8% charged on credit card payments; Master Card and Visa only).
 - Payment – By mail/ Email – Cheque or complete the Credit Card Authorisation form –located on Council's website under About Council/Forms/General Forms. Make cheque payable to Inner West Council-Leichhardt.

OFFICE USE ONLY

Checked by Officer		Receipt No:	
Date:		Amount Paid:	
DWS No:		Transaction Type Code:	PCERT
Initial of Officer:			10.7URG



INNER WEST COUNCIL

CREDIT CARD AUTHORISATION

HOW TO COMPLETE THIS FORM:

1. Complete all fields ensuring that all mandatory fields marked with * have completed.
2. Review the information to ensure it has been entered correctly.
3. Once completed either email, post or fax to Inner West Council.
4. Payment will not be processed unless all information is present, including if other relevant forms/documentation needs to be attached.

CUSTOMER DETAILS

Surname *		Given Name/s *	
Company Name *			
Postal Address:			
Suburb:		Postcode:	
Home Phone Number:		Business Number:	
Mobile:		Fax Number:	
Email address:			

Reason for payment *
(If paying for multiple services, please itemise. If you are paying an invoice, please state the Debitor ID and Invoice Number)

CREDIT CARD DETAILS

Please note that an additional 0.8% merchant service fee will apply to all payment made by credit card.

Cardholders Name * (Please print in capital letters)														
Credit Card Details (Visa and Mastercard only)					<input type="checkbox"/> Visa					<input type="checkbox"/> Mastercard				
CVC * (3 digit reference on the back of the credit card)														
Credit Card Expiry Date *								/						

AUTHORISATION

I hereby authorise Inner West Council to debit my credit card in the amount of: *		\$
(Please specify the amount)		
Card Holders Signature *		
Contact Telephone No.*	Date *	
Is a receipt needed? (Unless otherwise stated the receipt will be made out to the card holders name)		