



Application for Certificates

Section 149 (2) and (5) – Environmental Planning and Assessment Act 1979
 Section 603 – Local Government Act 1993
 Section 121ZP – Environmental Planning and Assessment Act 1979
 Section 735A – Local Government Act 1993

Full search: Includes Section 121ZP and section 735A PLUS orders, notices and directions under the Food Act 1989, Protection of the Environment Operations Act 1997, Public Health Act 1991, Roads Act 1993 and Swimming Pools Act 1992 PLUS orders, notices and directions that Council may issue.

Effective from July 2008 to June 2009

1. Property details

Note:

The current lot and strata/deposited plan number **MUST be provided** by the applicant on all certificate applications.

It is the applicant's responsibility to provide up-to-date lot and plan property details. Refer www.lpi-online.lpi.nsw.gov.au

Processing of incomplete applications may be delayed.

Unit/Street No: Street Name:

Suburb: Post Code:

Lot Number: Strata/Deposited Plan Number:

Lot Number: Strata/Deposited Plan Number:

Note: If the property comprises **more than one lot** a separate certificate will be issued for each lot. **A separate application fee** is required for each certificate.

Owner's Name

Mr Mrs Miss Ms Other

Surname (or Company)

Given Name

2. Certificate request

Processing times:

Non-expedite certificates:
10 working days from the time of receipt

Expedite certificates:
1 working day from the time of receipt

Incurs expedite fee \$76.75

Other charges:

Additional LEPs can be purchased for \$15 each

1% charge applies to all credit card transactions

Request the following certificate/s: (tick only one fee box per certificate type)

Certificate Type	Fee per Standard Certificate	Rec. Code	Fee per Expedited Certificate	Rec. Code
<input type="checkbox"/> Section 149 (2)	<input type="checkbox"/> \$40	T9	<input type="checkbox"/> \$116.75	T9
<input type="checkbox"/> Section 149 (5)	<input type="checkbox"/> \$60	T9	<input type="checkbox"/> \$136.75	T9
<input type="checkbox"/> Section 149 (2) and (5)	<input type="checkbox"/> \$100	T9	<input type="checkbox"/> \$176.75	T9
<input type="checkbox"/> Section 603	<input type="checkbox"/> \$60	T7	<input type="checkbox"/> \$136.75	T7
<input type="checkbox"/> Section 121 ZP Environmental Planning and Assessment Act Orders/notices	<input type="checkbox"/> \$70	T35	<input type="checkbox"/> \$146.75	T35
<input type="checkbox"/> Section 735A Local Govt Act orders/notices	<input type="checkbox"/> \$70	T35	<input type="checkbox"/> \$146.75	T35
<input type="checkbox"/> 121ZP and 735A Orders/notices	<input type="checkbox"/> \$120	T35	<input type="checkbox"/> \$196.75	T35
<input type="checkbox"/> Full Search of orders/notices (s735A Local Govt Act 1993, and s121ZP Environmental Planning and Assessment Act 1979, plus other Acts)	<input type="checkbox"/> \$120	T35	<input type="checkbox"/> \$196.75	T35

3. Applicant's details

Name: Company:

Postal Address:

Suburb: Post Code:

DX:

Email:

Contact Details: Phone: Fax: Mobile:

Contact Name:

Collection Instructions: Mail DX Email Pick up (Will advise by phone when ready)

Unclaimed certificates will be posted after 5 days

(tick one box)

Privacy notification

The personal details requested on this form are required under various Acts relative to the certificate applied for and will only be used in connection with the requirements of the respective legislation. Access to this information is restricted to Woollahra Municipal Council officers and other people authorised under the Act. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. You may also request Council to suppress your personal information from a public register.

Woollahra Municipal Council
 536 New South Head Road
 DOUBLE BAY

Correspondence to:
 PO Box 61
 DOUBLE BAY NSW 1360 or DX 3607

Tel: (02) 9391 7000
 Fax: (02) 9391 7044
 Email: records@woollahra.nsw.gov.au



Credit Card Payment Form

All credit card payment will incur a processing fee currently 1%

Payments should be sent to: Woollahra Council
536 New South Head Road
DOUBLE BAY NSW 2028

OR

PO Box 61
DOUBLE BAY NSW 1360

OR

DX 3607 DOUBLE BAY

Credit card payment

This matter will not be processed until the credit card payment has been authorised

Tick Applicable Credit Card	<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DINERS CLUB	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> VISA															
Full Name on Credit Card																			
Credit Card No.				--															
Card Expiry Date			--			Total Amount Paid	\$												
Cardholder's Signature																			
Date						Contact Phone No.													

Reason for payment

Please indicate in this section the reason for the payment and any other applicable information.

Payment For

Council Reference Eg. DA No.etc

Address (where applicable)

.....

.....

.....

.....

.....

PRIVACY NOTIFICATION

The personal details requested on this form are being collected, and will only be used for, the purpose of processing your payment. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council will not be able to process your payment. Access to the information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council.

OFFICE USE ONLY	Payment Processed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Cashier	
	Date	