

## PRIVATE WORKS REQUEST

All relevant sections of this application form are to be completed to enable Council to determine estimated cost of the application. The lodging of this request is in no way binding upon Council. The full cost of the work will be calculated and invoiced upon completion of the work.

All invoices will be issued to the applicant unless otherwise notified by the owner. Owners consent or additional documentation maybe requested to support your application. Applicants are advised that Council has an obligation under Section 67 of the Local Government Act to publicly disclose details of subsidised works carried out on private land.

### OVERSEER USE ONLY

ESTIMATED COST (INC GST): \$ \_\_\_\_\_ OR AGREED COST (INC GST): \$ \_\_\_\_\_  
 MANAGER: \_\_\_\_\_ WORK ORDER NUMBER: \_\_\_\_\_

### APPLICANT DETAILS

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_  
 POSTAL ADDRESS: \_\_\_\_\_  
 TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ POSTCODE: \_\_\_\_\_  
 PHONE NUMBER: \_\_\_\_\_ MOBILE: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_  
 APPLICANTS SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

### OWNER'S DETAILS

NAME(S): \_\_\_\_\_  
 PHONE NO.: \_\_\_\_\_ MOBILE: \_\_\_\_\_

### PROPERTY DETAILS

PROPERTY NAME: \_\_\_\_\_ UNIT/HOUSE NO.: \_\_\_\_\_  
 STREET NAME: \_\_\_\_\_ TOWN: \_\_\_\_\_  
 LOT: \_\_\_\_\_ SECTION: \_\_\_\_\_ DP/SP: \_\_\_\_\_ DA/CDC NO.: \_\_\_\_\_

### PURPOSE OF APPLICATION

Please describe the work to be carried out:

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Please draw map or diagram below or attach additional page if necessary:

**PRIVACY STATEMENT:** Information provided to Council may comprise personal information as defined under the Privacy and Personal Information Protection Act 1998. Personal information may be utilised by Council to assess any application under the Environmental Planning and Assessment Act 1979 and in accordance with other legislation. Please note that personal information may also be made available to third parties in accordance with the Government Information (Public Access) Act 2009.

**OFFICE USE ONLY**

WORK ORDER NUMBER (INCOME): \_\_\_\_\_ DEBTOR A/C NO.: \_\_\_\_\_

ACTUAL CHARGE INVOICED (INC GST): \_\_\_\_\_ INVOICE NUMBER: \_\_\_\_\_

WAGES			PLANT		STORES	
DATE	EMPLOYEE NO.	HOURS	PLANT NO.	PLANT HOURS	STORES	QTY

**CERTIFIED CORRECT:** \_\_\_\_\_

**WORK ORDER NUMBER:** \_\_\_\_\_