

# Application for Search & Copy of Planning Permit / Endorsed Plans

Please select search to be undertaken

- \$110.00 search fee - Non-Extensive Search **NON-REFUNDABLE\***  
 \$220.00 search fee - Extensive Search **NON-REFUNDABLE\***

## CONTACT DETAILS

Please provide details of the person who is seeking a copy of the Permit/Plans

Name:									
Organisation (if applicable):									
Postal Address:									
				Postcode:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Contact phone:				<input type="text"/>					
Mobile phone:				<input type="text"/>					
Email:				<input type="text"/>					
Fax:				<input type="text"/>					

## The Land

Please provide the street address of the land.

Street No.:	<input type="text"/>	Street Name:	<input type="text"/>						
Suburb/Locality:		Postcode:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Planning Permit Details  
Provide the planning permit number and/or description if known.

<input type="text"/>
<input type="text"/>
<input type="text"/>

## INFORMATION REQUIRED

Please tick which applies

<input type="checkbox"/>	Copy of Planning Permit Only
<input type="checkbox"/>	Copy of Planning Permit & Endorsed Plans
<input type="checkbox"/>	Copy of Endorsed Plans
<input type="checkbox"/>	Other, please specify

## IMPORTANT INFORMATION

If this request includes copies of Endorsed Plans, documents are made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. These documents must not be used for any purpose which may breach any copyright.

## REASON FOR THE APPLICATION

In order to protect privacy, please advise Council of your relationship to the requested information and why the information is required.

I require the information for the following reason:

I am the:
<input type="checkbox"/> Owner
<input type="checkbox"/> Other, please specify

## Declaration

This form must be signed by the person requesting a copy of the Permit / Plans.

Remember it is against the law to provide false or misleading information which could result in a fine.

I declare all the information in this application is true and correct.											
Name:											
Signature	Date <table border="1"><tr><td>D</td><td>D</td><td>/</td><td>M</td><td>M</td><td>/</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr></table>	D	D	/	M	M	/	Y	Y	Y	Y
D	D	/	M	M	/	Y	Y	Y	Y		

## Lodgement

This form must be signed by the applicant.

Lodge the completed and signed form, appropriate fee and any attached documents to:

For help or more information:

**\*The applicable fee is non-refundable. If Council carries out a search of previous planning permits issued for the site and finds no permit exists, the fee will not be refunded.**

Colac Otway Shire Council  
By Post: PO Box 283, COLAC VIC 3250  
Hand Deliver: 2-6 Rae Street, COLAC VIC 3250 (Planning Department)

Email: [inq@colacotway.vic.gov.au](mailto:inq@colacotway.vic.gov.au)  
Telephone: (03) 5232 9400  
Fax: (03) 5232 1046

## Disclaimer

- The information provided in this request is true & correct. This e-mail may contain privileged and confidential Information intended only for the use of the addressee named above. Privacy should be respected at all times. If you're not the intended recipient, you are hereby notified that any dissemination, distribution, or reproduction of this e-mail is strictly prohibited. If you have received this transmission in error, please delete it immediately from your system and inform us by e-mail on [inq@colacotway.vic.gov.au](mailto:inq@colacotway.vic.gov.au)