

Request for Ownership Details for Building Protection Works

Important Information

Privacy Statement: All personal information will be handled in accordance with the Privacy and Data Protection Act 2014 (Vic).

The information provided below under the Building Act 1993 and Building Regulations 2018 may only be used to facilitate the serving of a Protection Work Notice on adjoining property owner(s), in accordance with the Privacy and Data Protection Act 2014. This information must be kept secure and must not be retained, copied, or shared for any purpose beyond its intended use.

Telephone numbers and email addresses will not be provided. Council's involvement is limited to providing ownership information only.

☐ I confirm that a Section 80 Notification has been submitted to Council prior to submitting this application.

Applicant Details

Applications may only be submitted by the property owner or an authorised representative.

This form must be signed by the property owner and their authorised representative.

Applicant Name/s:	
Company Name (if applicable):	
Postal address:	
Town:	Postcode:
Phone:	
Email:	

☐ I am acting as an authorised representative/agent for the property owner requiring details

Property

Property Owner Name/s: ☐ Same as applicant / or

Owner 1:	Owner 2:
Owner 1 contact phone:	Owner 2 contact phone:

Property where building work will take place:

Address:	
Town:	Postcode:

Building Surveyor Details

A Building Surveyor must have been appointed for the building works and a Section 80 notification submitted before this form will be accepted

Building Surveyor Name:	
Company Name:	
Postal address:	
Town:	Postcode:
Phone:	
Email:	

Affected properties for which owner's details are being requested

Property Address 1:
Property Address 2:
Property Address 3:

Declaration

I agree that the information being requested and provided is solely for the purpose of contacting the adjoining property owner(s) in order to serve a Protection Work Notice in accordance with the Building Act 1993.

Applicant Signature:
Date:

I authorise the applicant to receive the requested information as my authorised agent. I understand that it is an offence to provide false or misleading information.

Property Owner 1 Signature:	Property Owner 2 Signature:
Date:	Date:

Office use only	
Date:	Date stamp:
CIO name:	
Service centre:	