

# Property Research Request

Application Fee (inc first three hours of processing time)	\$130 (GST exempt)	Office Use Only - AA120
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A service offered by Council for large scale requests for information, for example:

- the complete development history of properties
- documents to assist in gathering evidence for existing use rights claims
- documents identifying previous uses to establish or rule out land contamination.

## Applicant

Ms/Mr/Mrs/Other (please state)		Family Name	Given Name
Unit No.	Street No.	Street	
Suburb			Postcode
Mailing Address (if different)			
Tel 1 (Home/Work/Mobile)		Tel 2 (Home/Work/Mobile)	
Email			

## Property Details

Lot No(s)		DP/SP Number	
Unit No.	Street No.	Street	
Suburb			Postcode
Building Name		Approximate age of building	

## Request Details

Please give as much detail as possible about what information or documents you are interested in.


## Please Note

The personal information required on this form may be available for public access under various legislation.

Applicants Signature	Date ____ / ____ / ____
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## Fees & Charges

Property Research Request Fee - \$130 for the first three hours of processing time and an additional \$50 for any time over three hours. This fee covers:

- assembling files to view
- consulting with the Local History Librarian where required
- spending time with clients to view files and identify relevant documents and plans
- copying of these documents and plans keeping in mind Copyright obligations
- providing a report of the files searched and a full schedule of documents supplied.

Copying Charges - Where copies of large numbers of plans are requested an additional copying charge of \$25 per plan will apply.