



Office use only

Fee: _____ Date: / /

Receipt to PP/PLP

Application Copy of Planning Permit and associated documents

Use this form to obtain copies of Planning Permit information

An application form and fee **must** be completed for each permit request. The fee covers search and administrative charges but does not guarantee that we will be able to locate/provide copies of documents as requested.

Information requested

- Copy of Planning Permit and endorsed plans (\$90.00)
- Copy of endorsed plans only (\$45.00)
- Copy of Planning Permit only (\$45.00)

Applicant details

Details of person applying for information

(The person you want Council to communicate with about the application)

Name:	
Organisation:	
Postal Address:	
	Postcode:
Contact phone:	
Mobile:	
Fax:	
E-mail:	

The land

(Address of the land)

Street no.:	Street name:
Suburb:	Postcode:

Planning Permit Details

(Provide the number of the planning permit)

PLP/	/
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Permit collection

I would like to:

- Have the permit sent to my postal address
- Have the information sent to my email
- Collect the permit from Customer Service at the Phoenix Building

Reason for Application

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

I am the:

- Owner
 Applicant
 Other, please specify:

I require the information for the following reason:

Information checklist

Have you:

- Filled in the form completely?
 Paid the fee

Signed

Applicant

Name:

Signature:

Date:

And/or

Owner

Name:

Signature:

Date:

Lodgement

Lodge the completed and signed form with payment:

Mail:

Statutory Planning
City of Ballarat
PO Box 655
BALLARAT VIC 3353

In person:

The Phoenix Building
25 Armstrong Street South
CENTRAL BALLARAT VIC 3350

Further information:

E-mail: info@ballarat.vic.gov.au
Website: www.ballarat.vic.gov.au

Privacy note

Your personal information is being collected by City of Ballarat for planning purposes. Your information will be stored in Council's Customer Database and used to identify you when communicating with Council and for the delivery of services and information. For further information on how your personal information is handled, refer to Council's Privacy Policy at www.ballarat.vic.gov.au