

## REQUEST FOR COPIES OF BUILDING PERMIT DOCUMENTS

**HOBSONS  
BAY CITY  
COUNCIL**



### Applicant Details

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Property Details

Street Number: \_\_\_\_\_ Street Name: \_\_\_\_\_  
Suburb: \_\_\_\_\_  
Lot: \_\_\_\_\_ LP/PS: \_\_\_\_\_ Volume: \_\_\_\_\_ Folio: \_\_\_\_\_

### Type of Development

- ☐ Single residential dwelling permit
- ☐ Dwelling [\$195.00]    ☐ Shed [\$195.00]    ☐ Verandah/Carport [\$195.00]  
☐ Additions/Alterations [\$195.00]    ☐ Outbuilding [\$195.00]  
☐ Other (specify) [\$195.00] \_\_\_\_\_
- 
- ☐ Multi-dwelling permit (Unit development, townhouses etc.)
- ☐ Dwelling [\$300.00]    ☐ Additions/Alterations [\$300.00]  
☐ Other (specify) [\$300.00] \_\_\_\_\_
- 
- ☐ Commercial/Industrial Permit (specify) [from \$300.00] \_\_\_\_\_

### Documents Required

- ☐ All documents from building permit  
☐ Other (specify) <sup>4</sup> \_\_\_\_\_

### Notes

1. Fees are for individual building permits
2. Fees include GST
3. Documents supplied via email
4. Individual documents from building permits issued after June 2008 can be requested at a fee of \$50 per document type

**Fees - A payment link will be emailed once the application has been lodged**

### Owners Declaration & Consent

Name/s: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This completed form can be emailed to [building@hobsonsbay.vic.gov.au](mailto:building@hobsonsbay.vic.gov.au)

#### OFFICE USE ONLY

Ledger Number: 56200.5515    Cashier ID: \_\_\_\_\_    Amount: \$ \_\_\_\_\_    Receipt: \_\_\_\_\_    Date: \_\_\_\_\_