

**REQUEST TO COUNCIL FOR ADJOINING PROPERTY OWNER  
DETAILS TO SERVE PROTECTION WORK NOTICE**

**HOBSONS  
BAY CITY  
COUNCIL**



Form 6a | Building Act 1993 | Building Regulations 2018 | Regulation 113a(1)

**From**

Owner name \_\_\_\_\_  
Insert full name of owner making request

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Postal Address \_\_\_\_\_ Postcode: \_\_\_\_\_

**Property details where building work is to occur (your property)**

Number & Street \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Lot/s \_\_\_\_\_ LP/PS \_\_\_\_\_

Municipal district Hobsons Bay

**Address of the adjoining property for which contact details of that property's owner are being sought**

Number & Street \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Municipal district \_\_\_\_\_

**Note: only one adjoining property per application, additional applications will be required for multiple properties.**

Description of the attempts made to locate the name and address of the owner of the adjoining property for the purpose of serving a protection work notice:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Note:**

It is an offence under section 246 of the **Building Act 1993** for a person to knowingly make any false or misleading statement or provide any false or misleading information to a person or body carrying out any function under the **Building Act 1993** or the regulations.

**Signature**

Signature of owner or owner's agent \_\_\_\_\_

Date \_\_\_\_\_

Owner agent name \_\_\_\_\_

Owners agent email: \_\_\_\_\_  
(where owners agent makes application)

**REQUEST TO COUNCIL FOR ADJOINING PROPERTY OWNER  
DETAILS TO SERVE PROTECTION WORK NOTICE**

**HOBSONS  
BAY CITY  
COUNCIL**



**INFORMATION TO ACCOMPANY APPLICATION**

- Copy of the Application for a Building Permit
- Completed Form 6
- Application Fee
- Any other information to help Council in identifying the correct property and relevant property owner
- Owners written consent for agent to make application (where agent makes application)
- Application fee: 4 fee units (\$67.24 to 30 June 2026)

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

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:
---------------------------	-------------	------------	----------	-------