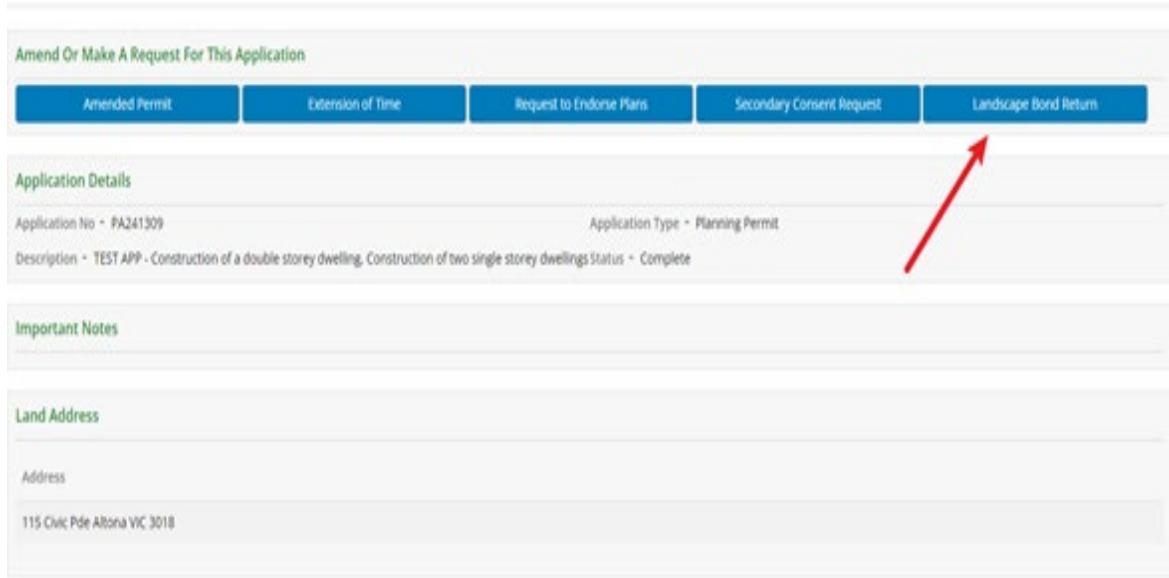


LANDSCAPE BOND REFUND REQUESTS ONLINE

- Go to www.hobsonsbay.vic.gov.au
- Scroll down to middle of page and Click on Planning Applications.
- Click on Greenlight Planning Portal
- Top right hand corner "log in" or register.
- Planning Applications
- Click on "Other Requests" (Left hand side, second from the bottom)
- **Apply for Landscape Bond Refund**
- Then enter your application number **ONLY** or enter property address (DO NOT enter both)
- click search.
- Scroll down under map and click on application number (hyperlink).
- As per below click on the landscape Bond tab.



The screenshot shows a web-based application interface for planning requests. At the top, there is a header with the text 'Amend Or Make A Request For This Application'. Below the header, there is a horizontal navigation bar with five buttons: 'Amended Permit', 'Extension of Time', 'Request to Endorse Plans', 'Secondary Consent Request', and 'Landscape Bond Return'. The 'Landscape Bond Return' button is highlighted with a red arrow pointing to it. The main content area of the page is divided into several sections: 'Application Details' (containing fields for Application No, Application Type, Description, and Status), 'Important Notes', 'Land Address' (containing a field for Address), and a 'Related Documents' section (containing a field for 'Upload Documents').

- Complete the details accordingly
- Upload photos of completion of works under the related documents section by going into the **+ Upload Documents**
- Once received the application will go in for allocation to a Town Planner
- The planner will arrange a site inspection after six-weeks from the date of the form and photos being lodged.