



Application for
Property Information Request
 under the *Local Government Act 1993*

Send your application to: The General Manager Upper Lachlan Shire Council PO Box 42 GUNNING NSW 2581 Email: council@upperlachlan.nsw.gov.au	If you need help with your application: Phone us on: (02) 4830 1000 Or: Come in and see us at: 44 Spring Street, Crookwell NSW 123 Yass Street, Gunning 29 Orchard Street, Taralga	OFFICE USE ONLY: Receipt to: T344 Fee received \$ _____ Date received: _____ Receipt No: _____ Sent date: _____
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PART 1: Applicant Details

It is important that Council can contact you if further information is required. Please give as much detail as possible. Legislation may require that this information be made available.	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other			Your reference:	
	Contact Name(s)				
	Company Name				
	Postal address				
	Daytime Phone				Mobile
	Email address				

PART 2: Request Type	Fee	Information to be sent by:
<input type="checkbox"/> Search of records - View property files	\$250	<input type="checkbox"/> Email
<input type="checkbox"/> Search of records - Sec 7.11 and Sec 64 Contributions	\$250	<input type="checkbox"/> Post

Part 3: Details of property file being requested

House No.	Street	Town/Village	Nature of property (vacant/house)
Lot/Portion	Section	DP or SP (deposited plan or Strata Plan)	
Are you the owner of the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No If you ticked 'no' you are required to provide approval from the current owner before access to floor plans can be provided		
What information is requested?			

Part 4: Additional Information

- Approved internal floor plans will not be released without written consent from the current owner or their nominated representative. Please note, even if access to view floor plans has been granted; copying, downloading and/or printing of the plans may breach of the Copying Act 1968 unless consent is obtained from the copyright holder.
- Section 7.11 and Section 64 contributions are fees that Councils levy on developments, where the development sought will or is likely to require the provision of or increase the demand for public amenities and public services within the area. This includes but is not limited to the erection of new housing, subdivision of land for the purpose of housing as well as business and commercial developments. It is recommended you undertake research into whether they are applicable to your proposed development prior to lodging a development/complying development application.

Credit Card Payments can be made by completing and forwarding the [Credit Card form](#) with your application.