



Contact Details:

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Office Location:

44 Princess Street, Macksville NSW 2447

Updated: July 2024 19538/2015

CERTIFICATE APPLICATION 2024/2025 FINANCIAL YEAR

Please use a BLACK pen when completing this application

Applicant's Name		Enquiries Contact	
		Applicant's Reference	
Postal Address		Applicant's Ph No	
		Applicant's E-mail	

- | | | |
|---|--|-----------------|
| <input type="checkbox"/> | Sewerage Drainage Diagram/Septic Tank Letter | \$ 63.00 |
| <input type="checkbox"/> | Letter stating no sewer available/rural area | \$ 63.00 |
| <input type="checkbox"/> | Certificate Under Section 10.7(2) | \$ 66.00 |
| <input type="checkbox"/> | Certificate Under Sections 10.7(2) & (5) | \$166.00 |
| <input type="checkbox"/> | Certificate Under Section 603..... | \$100.00 |
| <input type="checkbox"/> | Outstanding Notices Certificate | \$ 97.00 |
| <input type="checkbox"/> | Special Water Meter Reading | \$ 94.00 |
| <input type="checkbox"/> | Water Averages Certificate..... | \$ 47.00 |
| <input type="checkbox"/> | Is a receipt required? | |
| TOTAL FEE PAYABLE AT TIME OF LODGEMENT | | \$ _____ |

DESCRIPTION OF PROPERTY

Street Address		Town/District	
Lot/Por/No.	Section	DP/SP	
Nature of property ie vacant land, house, etc			
OWNER	Full Name		
	Address		
PURCHASER <i>(if known)</i>	Full Name		
	Address		
New Subdivisions where the lot is part of a new subdivision, details of the land before subdivision are:			
SUBDIVIDERS Name		Street	Subdivision or Assessment or Valuation Number
Lot/Por No.	Section	DP/SP	Area
Purpose for which information is required			
I hereby make application for the above certificates and undertake to pay relevant fees irrespective of whether or not the certificates are subsequently required. I understand that the certificates will not be released until fees payable are received by Council and request that the Certificates be: <i>(Please tick appropriate box)</i>			<input type="checkbox"/> Posted OR
			<input type="checkbox"/> Emailed OR
			<input type="checkbox"/> Held for Collection
Date	Signature		

IMPORTANT - APPLICANTS FOR SECTION 10.7(5) CERTIFICATES TO NOTE: - In some circumstances, historical title searches will be required through the Land and Property Information (LPI) Office to determine whether a property has a dwelling entitlement. In such circumstances, Council will not provide advice in relation to dwelling entitlements on a 10.7(5) Certificate. In these circumstances the applicant will be advised that a historical Title Search is required and will only be done if the applicant agrees to meet the costs incurred with the LPI Office.

Date Paid		Receipt No.		Amount		Cert Type	
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