

# Property Ownership Enquiry Form



## Privacy Statement

Your personal information collected on this form will be used for the purposes of assessing your request for neighbouring property ownership details. Council is committed to keeping your personal information confidential, and managed in accordance with the Information Privacy and Data Protection Act 2014. Council will not disclose your information to third parties, unless required by law.

For further information, please see Council's Information [Privacy Policy](#) or call us on 9205 2200.

## Your Details

Property number (top right hand corner of your Rates Notice)

Property address Required

Applicant full name Required

Mobile phone number Required

Email address Required

Complete this field if you entered something in *Your Details: Email address*

**Did you know you can receive your Rates Notice by email? It's better for the environment and it'll make it easier to pay your rates online. (Select 1 option) Required**

- Sign me up to receive my Rates Notice via the email address provided above
- I prefer to receive my Rates Notice by post

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## Adjoining Property Details

**Reason for your request (Select 1 or more options)**

- Serving of Fencing Notices
- Owner's Corporation Notices
- Building Notices/Report and Consent
- Other

**Reason**

**How many adjoining properties do you require ownership details for? (Select 1 option) Required**

- 1
- 2
- 3
- 4
- 5

Complete this field if you:

- selected '1' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '2' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '3' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '4' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '5' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

**Adjoining property address** Required

Complete this field if you:

- selected '2' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '3' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '4' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '5' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

**Adjoining property address (2)** Required

Complete this field if you:

- selected '3' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '4' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '5' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

**Adjoining property address (3)** Required

Complete this field if you:

- selected '4' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

Or if you:

- selected '5' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

**Adjoining property address (4)** Required

Complete this field if you selected '5' in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

**Adjoining property address (5)** Required

Complete this field if you made a selection in *Adjoining Property Details: How many adjoining properties do you require ownership details for?*

**Agreement (Select 1 or more options)** Required

I acknowledge that the details supplied will be solely used to facilitate the specific matter noted above and the details will not be copied or disseminated for unrelated purposes. This information cannot be given to a third party unless in direct relation to this request.

Complete this field if you made a selection in *Adjoining Property Details: Agreement*

**Please upload a current version of identification with your name and address. Eg: drivers licence, concession card etc** Required



Please attach all files to the end of this form before submitting it.

Complete this field if you made a selection in *Adjoining Property Details: Agreement*

**Applicant's signature** Required

*End of form*

*Don't forget to attach all files before submitting this form*