Property Enquiry Application Form
Building Department
Building Act 1993, Building Regulations 2018 - Regulation 51(1) and/or (2)(3)

(Please note that there are no provisions for paying extra fees to acquire urgent information. Information is usually supplied to the Applicant’s postal address within 10 business days.)

Please tick relevant boxes for information required:

☐ Regulation 51 (1) $46.10
Building Permit details for the past 10 years

☐ Regulation 51 (2) $46.10
Flood Prone Area; - Termite Prone Area; - Bush Fire Prone Area; - Alpine area

☐ Regulation 51 (3) $46.10
Approval dates for mandatory inspections of building work

Applicant details:

Name: ________________________________
Postal Address: ____________________________
Postcode: ____________________________
Contact Number: ____________________________ Email: ____________________________
Date: ____________________________ Your reference number: ____________________________

Property details:

No: ____________________________ Street/Road: ____________________________
City/Suburb/Town: ____________________________
Lot/s: ____________________________ LP/PS: ____________________________ Volume: ____________________________ Folio: ____________________________
Municipal District: Bass Coast Shire Council

Vendor Name: ____________________________

Purchaser Name: ____________________________

Other information which you may require i.e. Planning Permits information, Stormwater Legal Point of Discharge ($141.20 fee), landslip areas, septic etc are not provided by this Department. Please contact the relevant Water Authority in relation to whether the property is connected to sewer.

Office Use Only – fees are non-refundable
Cost Centre: 10-1183-1001-40068