

# INFORMATION REQUEST FORM

## REQUEST FOR:

### \* PLANNING INFORMATION

This form is not be used for Applications for Planning Certificates

<i>Office Use Only</i>	
Date Rcvd.	
Property No.	
Receipt No.	

**RETURN TO:** Statutory Planning  
City of Greater Geelong  
PO Box 104  
GEEELONG 3220  
(DX 22063)  
Phone: 5272 4456 Fax: 5272 4486  
Or any City of Greater Geelong Customer Service Centre

Complete Parts A and B and nominate which of the information in Parts C, D & E is required.

A. PROPERTY DETAILS					
Number		Street/Road		Suburb/Town	
Lot/s	LP/PS	Volume	Folio	CA/CP	Section
Description of development and/or use and/or business carried out:					

B. PERSON/ORGANISATION REQUESTING INFORMATION			
Name:		Ref No.	
Address:			Post Code:
Contact Person:		Phone:	Fax:
How do you want this information returned?	<input type="checkbox"/> To be picked up	<input type="checkbox"/> POST	<input type="checkbox"/> FAX

C. PLANNING PERMITS GRANTED	Tick Box if Information Required →	<input type="checkbox"/>
Planning Permits granted.		
	FEE	<b>\$30.00</b>
Name of Authorised Council Officer	Signed	Date

<b>D. COPIES OF PLANNING PERMITS</b> (Refer Notes 1, 2 and 3 Part E)	<b>Tick Box if Information Required</b> → <input type="checkbox"/>
Copies of Planning Permits issued in the previous 10 years NOTE: Fees for more than one (1) permit may be greater	
FEE <b>\$50.00</b>	
Name of Authorised Council Officer	Signed _____ Date _____

<b>E. PLANNING PERMIT/PLANNING SCHEME COMPLIANCE REPORT</b> (Refer Notes 1, 2 and 3)	<b>Tick Box if Information Required</b> → <input type="checkbox"/>
Inspection and report on compliance with granted Planning Permits and/or the provisions of the Greater Geelong Planning Scheme: (Note Inspection and report fee for multi-use development property may be greater) <i>Note:</i> 1. Fees for information/report on multi-use development or multi planning permit properties may be greater. 2. Information requested under Parts D & E will be provided under a separate cover. 3. Only the owner or their authorised agent is eligible to receive the information requested under Parts D & E. Please provide evidence of authority as applicable.	
FEE <b>\$147.00</b>	
Name of Authorised Council Officer	Signed _____ Date _____

<b>F. PLANNING PERMITS</b>	<b>Tick Box if Information Required</b> → <input type="checkbox"/>
Is a Planning Permit required for the development/use/business Described on Part A	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has a Planning Permit been issued for the development/use/business Described on Part A	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conditions/Planning Scheme requirements	
FEE <b>\$90.00</b>	
Name of Authorised Council Officer	Signed _____ Date _____

<b>OFFICE USE ONLY</b>	
DATE RECEIVED:	_____
DATE INFORMATION PROVIDED:	_____
<b>FEES</b>	
DATE FEES RECEIVED:	RECEIPT NO. _____