

Application to register a swimming pool or spa

Building Act 1993

Building Regulations 2018, Regulation 147P (1)

Merri-bek
City Council

Note: This form will only be accepted with payment attached.

Owner details

Provide contact details for the owner of the land (the property) on which the swimming pool or spa is located.

Given name		Family name	
Email		Phone	
Postal address			

Property details

Street address					
Title details					
Lot no		LP/PS		Volume	
Folio		Crown allotment		Section	
Parish		Municipal district		County	

Type of swimming pool or spa to be registered

Permanent pool Permanent spa Relocatable pool Relocatable spa

For permanent swimming pools and permanent spas, the approximate date that the swimming pool or spa was constructed:

Please provide copies of any relevant building permit, if available, and/or any other information or documentation that provides evidence of when the swimming pool or spa was constructed.

For relocatable swimming pools and relocatable spas, the date that the swimming pool or spa was erected:

Is there any other building work that has altered or resulted in changes to the barrier since the swimming pool or spa was constructed or erected? Yes No

If yes, please provide details and copies of any relevant building permit or other documentation.





Signature and declaration

 I have attached the following:

- Payment – see www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/building-permits/ for fees or to lodge online.
- For a permanent pool or spa – copies of any relevant building permit, if available, and/or any other information or documentation that provides evidence of date of construction.
- Where changes or alterations have been made to the barrier since the swimming pool or spa was constructed or erected – details of the building work and copies of any relevant building permit or other documentation.

Signature			
Name		Date	

For more information & lodgement

-  Online visit www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/building-safety-and-compliance/ for more information and to lodge your application online.
-  Mail your application and payment to Merri-bek City Council, Locked Bag 10, Brunswick, Vic 3056.
-  Visit the Merri-bek Civic Centre at 90 Bell Street, Coburg, Vic 3058.
-  Phone Merri-bek City Council on 9240 1111 for information and assistance.

Privacy notice

Merri-bek City Council is committed to protecting your privacy in accordance with the *Privacy and Data Protection Act 2014* (Vic). The personal information requested on this form is being collected by Merri-bek City Council to consider and determine the application pursuant to the *Building Act 1993* and may also be used to update your personal information otherwise held by Council (for example, contact details including email address, phone number). The personal information may also be used by Council for related purposes. The information may be shared with the Victorian Building Authority for the purposes of managing building data and/or collection of levies. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not provided, your application may not be accepted or may be refused. You can gain access to your personal information you have provided to Merri-bek City Council and if you wish to alter it, please contact Council's Privacy Officer via telephone on 9240 1111 or e-mail at Privacyofficer@merri-bek.vic.gov.au.

PLEASE NOTE: Information associated with this application to register a pool or spa might be provided electronically and unless otherwise stated, Council takes the completion of this form as consent to use electronic communication. Further Council may use your electronic details for other Council communication.

Merri-bek Language Link

Italiano	Italian	9280 1911	Türkçe	Turkish	9280 1914	普通话	Chinese (Simplified)	9280 0750
Ελληνικά	Greek	9280 1912	Tiếng Việt	Vietnamese	9280 1915	National Relay Service:		
عربي	Arabic	9280 1913	ਪੰਜਾਬੀ	Nepali	9280 0751	13 36 77 or relayservice.com.au		