

# Request for property information

Building Regulation 2018, Regulation 51



**Merri-bek**  
City Council

Note This form cannot be used to be obtain a Land Information Certificate under the Local Government/General Regulations 2004. Visit [www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/property-information/](http://www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/property-information/) to apply for a Land Information Certificate.

## Property details

Street address	
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## Applicant details

Given name		Family name	
Company (optional)			
Email		Phone	
Postal address			

## Which property information certificates are you requesting?

Please select all that apply.

- ☐ **Property Information Certificate (Part 1)** Building permits issued in the last 10 years and any outstanding building notices or orders.
- ☐ **Property Information Certificate (Part 2)** Whether the property is flood prone, termite prone or in an alpine area.
- ☐ **Property Information Certificate (Part 3)** Building permits issued in the last 10 years and the date and type of inspection carried out for a building permit.

## Signature and declaration



Applications must include payment – see [www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/property-information/](http://www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/property-information/) for fees and to lodge online.

By signing this application, I declare that the information provided is true and correct. I acknowledge that all fees are non-refundable

Signature			
Name		Date	

## For more information & lodgement



Online visit [www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/property-information/](http://www.merri-bek.vic.gov.au/building-and-business/planning-and-building/building/property-information/) for more information and to lodge your application online.



Phone Merri-bek City Council on 9240 1111 for assistance and information.



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.

## 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 request 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 Moreland 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](mailto:Privacyofficer@merri-bek.vic.gov.au).

PLEASE NOTE: Information associated with this request 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	<b>National Relay Service:</b> 13 36 77 or <a href="http://relayservice.com.au">relayservice.com.au</a>		
عربي	Arabic	9280 1913	पंजाबी	Nepali	9280 0751			