

Planning Services Search Request Form

Council is collecting your personal information (e.g. name, address, phone number etc), for the purposes as outlined on this form. This information will only be accessed by authorised Council officers and will be handled in accordance with Council's Privacy Statement governed by the Information Privacy Act 2009. Visit <https://www.bundaberg.qld.gov.au/privacy> for further information.

**** THIS SECTION MUST BE COMPLETED BY APPLICANT**

Applicants Name: _____ **Attention:** _____

Postal Address: _____

Telephone: _____ **E-Mail:** _____

Your Reference: _____ **Settlement Date:** _____

Date: _____ **Signature:** _____

Property Address: _____

RPD(Lot and RP/SP): _____

Plans Required: _____

I hereby certify that the above details are correct for that property that I am seeking a Search/Certificate for.

PLANNING SERVICES (tick required)

- Planning Certificates** (fees must be made upon submission)
 - Limited Certificate (per lot)**
 - Normal (5 Business Days) \$375.00
 - Urgent (2 Business Days) \$755.00
 - Standard Certificate (per lot)**
 - Normal (10 Business Days) \$1,275.00
 - Urgent (5 Business Days) \$2,525.00
 - Full Certificate (per lot)**
 - Normal (30 Business Days) \$2,230.00
 - Urgent (10 Business Days) \$4,460.00
- Search of Town Planning File** \$186.00
+ photocopying charges

Payment Method: (Tick your preferred payment method)		
Credit Card	Card No: _____	Expiry Date: ____/____/____
	Cardholders Name: _____	
Cheque	Print this completed for and forward to Council with your cheque attached.	
Other	_____	

Office Use Only:				
Receipt No:	Amount:	Box:		
Date Payment Rec'd:	Initial:	Reg No:		
File	Comments: _____			
Details of Person Paying:	_____			