



## Request for Information Application

(For the purposes of Building Regulations 2018 – Variation Referral Application)

***I hereby apply to the Moyne Shire Council for information for the purpose of notifying adjoining land owners of details of proposed building works in accordance with Building Regulations 2018 – Regulations 73-97 inclusive:***

### APPLICANT DETAILS:

(if applicant is not the owner of the relevant property, written consent must be provided indicating that you are authorised to act on behalf of the property owner)

#### Applicant Details

Name of applicant:

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Postal address:

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Email address:

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Contact phone:

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**Owner/s Name:**

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### PROPERTY DETAILS AND INFORMATION REQUIRED:

Property Address:

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Owner information is required for the following properties:

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\*If further properties required please attach a list

I acknowledge that if this application is approved, I am to use the information provided solely to facilitate the process of referring to adjoining neighbours the details of proposed building work at the abovementioned property.

I acknowledge that the information provided will not be retained, copied or disseminated for any other unrelated purpose and that the information will be kept secure.

Signature:

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Date:

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Return completed form to:

Moyne Shire Council  
Po Box 51  
Port Fairy VIC 3284

The information requested on this form will be used solely by the Moyne Shire Council. We will not use your personal information for any other purpose without first seeking your consent, unless authorized or required by law. The Council may not be able to process your request unless sufficient information is given. You may apply to the Moyne Shire Council for access to and/or amendment of the information on 5568 0555