



Owners Consent - Application for Copy of Building Permit Plans or Documents

An owner of the building/land or mortgagee of the building/land, or a person authorised in writing by the owner may request a Building Plan and document search pursuant to Regulation 50 of the *Building Regulations 2018*

Property Details

Number

Lot No

Plan of Subdivision Details if known

Street/Suburb

Age of Building (please check Councils' website "My address" for this information)

Applicant/Authorised agent details

Name/Company

Phone number

Delivery Email Address

Authorised Agent Information

- If the applicant is an agent of the Owner, the attached details must be completed by the Owner.
- If the applicant is a company, organisation or corporation, consent from the Manager or Director on company letterhead authorising the applicant to apply on behalf of the company is required
- If the applicant is an Owners corporation, consent from the Manager or Director on company letterhead authorising the applicant to apply on behalf of the Owner's Corporation is required
Note: Applications from Owners Corporation will be limited to providing information referring to Common areas only

Please Note:

- Plans issued by Frankston City Council before 1979 (limited information available)
- Plans issued by the Shire of Cranbourne before 1994 (limited information available)



Owners Corporation - consent attached

Company, organisation or corporation - consent attached

	Office use only Evidence of Ownership checked	AP - COP
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Owners Consent:

Name

Phone number

Email Address

I confirm that I am the owner of the property and authorise the agent to apply for and obtain a copy of documents associated with the property details specified.

Owners Signature

Date

Applicant signature

Privacy notice

Frankston City Council is committed to protecting your privacy. Council requires personal information to carry out its functions under the Local Government Act 1989 and other legislation and to provide services to the community. In some cases this will involve disclosure of your information to other parties, such as Council's contractors or other agencies. Your personal information will only be used and disclosed as authorised by law. For further information about how Council handles personal information, or to request access to your personal information, see www.frankston.vic.gov.au or contact Council's privacy officer on 1300 322 322.