

Certificates Application Form



Section 10.7 (2) and (5) - *previously known as Section 149 (Planning) Certificate*
Environmental Planning and Assessment Act 1979

Section 603 - Local Government Act 1993

Clause 41 - Schedule 5 - Environmental Planning and Assessment Act 1979

Section 735A - Local Government Act 1993

Section 88G - Conveyancing Act 1919

Effective 1 July 2021 to 30 June 2022

APPLICANT DETAILS

Date of Application: Applicant's Reference:

Title: Mr Mrs Ms Other:

Company Name:

Applicant's Name/Company Contact Person:

Postal Address:

Suburb: Post Code:

Email:

Phone No(s): Mobile:

Collection Method (tick one option): Post Collect from Council Email

PROPERTY DESCRIPTION

The current lot and strata/deposited plan number **MUST** be provided by the applicant on all certificate applications.

It is the applicant's responsibility to provide up-to-date lot and plan property details.

Refer to: <https://valuation.property.nsw.gov.au>. Processing of incomplete applications may be delayed.

Unit/Street No: Street:

Suburb: Post Code:

Lot No(s): Strata/Deposited Plan No(s):

Owner(s) Details:

CERTIFICATE REQUEST

Request the following certificate/s:

(Please tick only one fee box per certificate type)

Certificate Type	Fee per Standard Certificate	Additional Fee per Expedited Certificate
Section 10.7 (2) - <i>previously known as Section 149 (Planning) Certificate</i>	<input type="checkbox"/> \$53.00 (RC371)	<input type="checkbox"/> \$70.00 (RC372)
Section 10.7 (2) and (5) - <i>previously known as Section 149 (Planning) Certificate</i>	<input type="checkbox"/> \$133.00 (RC371)	<input type="checkbox"/> \$70.00 (RC372)
Section 603	<input type="checkbox"/> \$85.00 (RC21)	<input type="checkbox"/> \$70.00 (RC22)
Outstanding Environmental Health & Building Notices/Orders	<input type="checkbox"/> \$75.00 (RC575)	<input type="checkbox"/> \$75.00 (RC575)

GET IN CONTACT

Randwick City Council
30 Frances Street
Randwick NSW 2031
ABN: 77 362 844 121

Phone 1300 722 542
council@randwick.nsw.gov.au
www.randwick.nsw.gov.au

Section 88G Certificate (No Inspection)	<input type="checkbox"/> \$10.00 (RC88)	<input type="checkbox"/> N/A
Section 88G Certificate (Inspection Undertaken)	<input type="checkbox"/> \$35.00 (RC88)	<input type="checkbox"/> N/A

Processing times: Standard rates certificate (Section 603): 2 working days from time of receipt
All other standard certificates: 4 working days from time of receipt
Expedited certificates: 1 working day from time of receipt

Section 10.7 (2): Includes all matters identified in Schedule 4 - Planning certificates of the *Environmental Planning and Assessment Regulation 2000* including information for complying development as set out in clause 3.

Section 10.7 (5): Includes additional advice on other relevant matters affecting the land which Council may be aware of.

Section 603: Information on any outstanding rates and charges due or payable in respect of the land (provided in accordance with the *Local Government Act 1993*).

Outstanding Notices/Orders: Includes the *Environmental Planning and Assessment Act 1979*, the *Local Government Act 1993* and orders, notices and written directions under the *Food Act 2003*, *Public Health Act 2010*, *Protection of the Environment Operations Act 1997* and *Swimming Pools Act 1992*.

Copies of the relevant Local Environmental Plan can be downloaded from www.legislation.nsw.gov.au

HOW TO LODGE THIS APPLICATION

- **BY MAIL** with a cheque attached.
Address the Application to:
Randwick City Council
30 Frances Street
RANDWICK NSW 2031
- **COURIER OR PERSONAL DELIVERY TO OUR CUSTOMER SERVICE CENTRE:**
Randwick City Council
30 Frances Street
RANDWICK NSW 2031
Open 8.30am – 5pm (Monday to Friday)
- **OVER THE COUNTER** at Council with payment made via cash, cheque, credit card or EFTPOS
- **OUR ONLINE** [e-certificate service](#)

Note: please do not email this form to Council. Payment will ONLY be received via the lodgement methods stated above.

PRIVACY NOTIFICATION

The purpose of collection of this information is for processing your application. Provision of this information is voluntary and is required to help process your application. You are entitled to have access to this form to correct or amend it after you have given it to Council. This form will be stored electronically in Council's electronic document management system. Access to this information is restricted to Council officers. Members of the public will not be provided with access to the personal details contained on this form.

OFFICE USE ONLY

Application/Request received by: Date:

Receipt No: Date:

Fee: \$