

Planning or Building Search Request/Written Planning Advice

Shire of West Arthur
 PO Box 112
 31 Burrowes Street
 Darkan WA 6392
 T: (08) 9736 2400
 E: shire@westarthur.wa.gov.au



Note:

The Shire will endeavor to locate plans as requested; in the instance that plans cannot be located for any reason in the Shire's records you are advised that the search fees are non-refundable

PROPERTY DETAILS:

Lot Number:		Street:	
Suburb:			

APPLICANT DETAILS:

Contact Name:			
Postal Address:			
Email Address:		Phone Number:	
Applicant Signature:		Date:	

TYPE OF INFORMATION REQUIRED (Please tick)

All information requested will be EMAILED

Please choose an option below on how you would like to receive the plans/information?

Posted Picked Up from Shire Office Emailed

Copy of Building Approvals
 (For approved construction plans) \$87.00

Copy of Planning Approvals \$87.00

Written Planning Advice
 (For in-depth planning advice – Please attach details of required information, where relevant include plans) \$73.00

Planning Exemption Advice
 (Assessment of plans to see if application is exempt from Planning – Please attach details of the information required, where relevant include plans) \$166.50

Owners Authorization (where copies of approvals and plans are requested this section must be signed by all landowners)

I/we are the current owner(s) of the abovementioned property

I/we are not the current owner(s) of the abovementioned property. The current owner grants permission to release the information by signing below.

I/we, _____ declare ownership of the abovementioned property and authorize the applicant to order/collect the requested information.

Signed:		Date:	
Signed:		Date:	

LODGEMENT:

Email: (preferred) shire@westarthur.wa.gov.au
 In person: Shire of West Arthur. 31 Burrowes Street Darkan WA 6392
 By post: PO Box 112, Darkan WA 6392

PAYMENT (To be paid on lodgement):

In person (Cash, Cheque, EFTPOS):	Shire of West Arthur 31 Burrowes Street, Darkan WA 6392
Telephone (Credit Card only):	<input type="checkbox"/> (Please tick) Customer Service Officer to contact you for payment
Post:	Cheque payable to: Shire of West Arthur PO Box 112 Darkan WA 6392

OFFICE USE ONLY:

Request Approved:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, give a reason.	
Officer's Name:			
Officer's Signature:			
Total Fee Payable:	\$	Invoice Sent:	<input type="checkbox"/> Yes
Date Paid:			
Information Sent:	<input type="checkbox"/> Yes	Date:	