

APPLICATION FOR INFRASTRUCTURE BOND REFUND

295 Fitzgerald Street
PO Box 613
NORTHAM WA 6401
P: (08) 9622 6100
F: (08) 9622 1910
E: records@northam.wa.gov.au
W: www.northam.wa.gov.au

Once the works are completed this form must be fully completed and submitted to the Shire with the building Notice of Completion (BA7).

To allow for a speedy return of the bond, the responsible person/bond payee should also consider supplying a post-construction report similar to the pre-construction report, which would enable a comparison between reports.

Once the Shire has received the application for refund the pre and post reports will be compared and an inspection of the area will be carried out, including adjacent properties. If no pre-construction report was submitted to the Shire, it may be assumed that all damage identified has been caused during the construction work carried out on the property.

The bond can only be refunded to the responsible person who paid the bond.

Bond Payee Name			
Property Address			
Bond Payee Postal Address			
Phone		Mobile	
Email			

BUILDING PERMIT NUMBER:

All bond refunds will be returned via direct debit unless specifically requested

Name:

Account Name:

BSB: _____ Account Number: _____

ACCEPTANCE

I have read the attached checklist and am satisfied that all of the relevant issues have been addressed.

I also understand should defects be found and the Shire be required to rectify, the cost of the reinstatement will be deducted from the bond. If the cost of reinstatement exceeds the bond held, the Owner will be invoiced for the additional cost.

Signature:.....

Date:.....

OFFICE USE ONLY

INSPECTED BY -	DATE	
APPROVED FOR REFUND	<input type="checkbox"/> YES <input type="checkbox"/> NO	SIGN
AMOUNT APPROVED	\$	TRUST ACCOUNT:

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INFRASTRUCTURE	ISSUES	NOTES	APPLICANT	OFFICER
SLAB FOOTPATH	Damaged	Check for cracked or missing slabs		
	Displaced	Check for trip hazards or excessive gaps		
	Debris	To be clear of all trip hazards, sand and debris		
CONCRETE FOOTPATH	Damaged	Check for cracks		
	Colour and material	To match existing colour and material of footpath		
	Debris	To be clear of all trip hazards, sand and debris		
UTILITY LIDS	Damaged	Check for damage to lids or pits		
CROSSOVERS – note for new crossover applications please submit crossover application form prior to construction.	Damaged	Only note damage if crossover is to be retained. If new crossover is required please use crossover application form.		
	Not removed	Old crossover must be removed if a new crossover is built elsewhere		
	Insufficient hump	Hump to be at kerb height (Essential for properties lower than road)		
	Excessive Width	Under 12m frontage: Max width is 3.5m plus 1.0 wings. Over 12m frontage: Max width is 5.0m plus 1.0m wings		
	No Apron lip	Apron lip to be 20mm above road		
	No Footpath cuts	Saw cut lines to be presented along the footpath edge alignment		
VERGE	Debris	To be clear of all trip hazards, debris and builders equipment		
	Missing Trees	Not to be removed without permission by Parks Department		
	Damaged Trees	Parks Department to be alerted		
KERB	Damaged	Kerb is to be replaced where damaged		
	Not Replaced	Kerb is to be replaced where the old crossover has been removed		

Comments: (Include photographs that indicate previous damage to the road reserve – PRE WORKS)