

PLAN SEARCH REQUEST APPLICATION FORM

395 Fitzgerald Street PO Box 613 NORTHAM WA 6401 **P: (08)** 9622 6100

E: records@northam.wa.gov.au **W:** www.northam.wa.gov.au

Important Information

To request plans and/or relevant documents, please complete the below details. Please note that the application fee listed below (under the approximate age of building) applies to all search requests and is **non-refundable** in the event that plans cannot be located.

Do you need to complete a Plan Search Request?

If you are looking for information and plans/layouts relating to underground cables, sewerage, or water. This can be obtained for free by visiting <u>Dial Before You Dig (www.1100.com.au/)</u>.

1. Plans/Documents Req Building Department	uestea:		
☐ Dwelling(s)		Commercial Building(s)	☐ Pool/Pool Fence
☐ Outbuilding (Shed/Carport/Pa Please specify:		Building Permit/Licence/s	☐ Addition(s)/Extension(s) to original structure
Planning Department	H	ealth Department	☐ Other (please specify):
☐ Planning Approval		Septic Approval	
2. Application Details Purpose of request (for new hou	use additions,	, etc):	
Approximate age/year of buildin	g/structure/s	(1992, etc):	
Application fee (based on above building/structure/s):	e age of	☐ Office copy records (fo☐ Archive copy records (· ,
building/structure/s):	-	☐ Archive copy records (- \$73.00 House Number:
	-	☐ Archive copy records (Lot Number: Street:	(age prior to 2000) - \$73.00
building/structure/s):	h:	☐ Archive copy records (Lot Number: Street:	House Number:
building/structure/s): Property address for plan searc	h:	□ Archive copy records (Lot Number: Street: Town/Suburb:	House Number:
building/structure/s): Property address for plan searce Plans/documents to be sent via:	h:	□ Archive copy records (Lot Number: Street: Town/Suburb:	House Number:
building/structure/s): Property address for plan searce Plans/documents to be sent via:	h:	□ Archive copy records (Lot Number: Street: Town/Suburb:	House Number:
building/structure/s): Property address for plan search Plans/documents to be sent via: Your email / mailing address:	h:	□ Archive copy records (Lot Number: Street: Town/Suburb: □ Email or □ Mail	House Number:
building/structure/s): Property address for plan searce Plans/documents to be sent via: Your email / mailing address: 3. Your Details	h:	□ Archive copy records (Lot Number: Street: Town/Suburb: □ Email or □ Mail	House Number:er authorisation on next page)
building/structure/s): Property address for plan searce Plans/documents to be sent via: Your email / mailing address: 3. Your Details	h: □ Yes o Full Name:	□ Archive copy records (Lot Number: Street: Town/Suburb: □ Email or □ Mail	House Number:

Please see next page for rest of application form.

4. Plan Search Authorisation (in accordance	with s.131(1)(b) Building Act 2011)
You are the owner(s):	Owner Name 1:
☐ I/we declare that I/we are the owners of the	Owner Signature 1:
above mentioned property, and request Council to obtology the aforementioned plans and information.	Owner Name 2:
	Owner Signature 2:
OR	owner digitators.
OK .	
You are submitting this application on behalf	Owner Name 1:
of the owner(s):	Owner Signature 1:
☐ I/we give permission to the bearer of this declaration to obtain copies of the aforementioned	Owner Name 2:
plans and information.	Owner Signature 2:
	·
Cardifolder Name.	
Card Number:	
Expiry Date:/ CCV:	Signature:
the structure(s) you have listed on the previous pa	or your application depends on the approximate age of age. Newer structure(s) can usually be located sooner, Older plan search applications may take up to several chive record facilities.
	rch Request can be emailed to rtham.wa.gov.au
with the subject 'Plan Sea	arch Request - Your Address'. yment details provided) can be processed faster.