



Request for Copy of Plans or Investigation of Permit

Please submit this form to buildingMail@wangaratta.vic.gov.au or to 62- 68 Ovens Street Wangaratta
Fees apply. See below for details.

Applicant must be or have written permission of property owner to request files.

Date of Request:		Permit Number:		Date Issued:	
Required (please tick): <input type="checkbox"/> Plans-Building/Planning <input type="checkbox"/> Permit-Planning/Building <input type="checkbox"/> Permit-Septic (Health) <input type="checkbox"/> Written Advice		Applicants Name: Address: Business Number/ Mobile: Home Phone Number: Email:			
PROPERTY: No:		Street/Road:			
Suburb:		Postcode:			
PID No:		Vol:	Plan:	Sec:	Parish:
Owner/Ratepayers Name:			Original Owner:		
Details of request:					
Signed:		Date:			
Item	Cost	Number of Copies		Sub Total	
Building File Retrieval	\$89.00				
Planning File Retrieval	\$89.00				
Written Planning Advice	\$160.00				
Copy of historic Permit or Plans	\$106.00				
A4	\$1 each				
A3	\$1.50 each				
A4 Colour	\$3 each				
A3 Colour	\$5.50 each				
Other	Fee on Request				
		Total Copies:		Total Payable:	
				\$	
Office Use Only: Paid Receipt No:			Date:		

Privacy Notice: The Rural City of Wangaratta (Council) is collecting your personal information to assist you in making a permit application to Council. This information will not be disclosed to anyone other than the Officers managing your application and as may be required by law. If you do not provide all the required information, Council may not be able to process your application. If you wish to gain access to your personal information collected by Council, contact us at council@wangaratta.vic.gov.au