



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

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 Details:		
No:		Street/Road:
Suburb:		Postcode:
PID No:	Vol:	Plan: Sec: Parish:
Owner/Ratepayers Name:		Original Owner:
Details of request: e.g. house plans, septic location, shed building permit		
Signed:		Date:

Fees and Charges Applicable. Please see website for details.

Fees cover administration, are payable up front and are non-refundable if records cannot be found.

Office Use Only:

Total Payable:	Date:	Paid Receipt No:
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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