

Septic Tank Report and Consent Application Form

When to Complete this Form

You need to consult with and obtain approval from a reporting authority because your building works may affect assets, infrastructure or amenity of the community (including an Onsite Wastewater Management System).

Application Fees

Tick relevant Application type below – both incur a fee of \$320.23.

- Building Regulation 132** – Building Approval under *Building Regulations 2018*.
- Building Regulation 187** – Certificate of Occupancy under *Building Regulations 2018*.

PROPERTY ADDRESS

Street Address: _____

Town: _____ State: _____ Postcode: _____

Lot Number: _____ Approximate Age of Dwelling: _____

APPLICANT DETAILS

Applicant Type (please tick):

- Owner.
- Agent or Representative.
- Plumber.

Applicant Full Name (including Title): _____

Postal Address: _____

Town: _____ State: _____ Postcode: _____

Best Contact Number: _____

Email Address: _____



PROPERTY OWNER DETAILS

Property Owner Full Name (including Title): _____

Postal Address: _____

Town: _____ State: _____ Postcode: _____

Best Contact Number: _____

Email Address: _____

CHECKLIST OF INFORMATION REQUIRED TO PROCESS APPLICATION

- Application Fees.
- Current copy of Land Title.
- Locality Plan.
- Septic Site Plan.
- Floor Plan of Proposed Dwelling (to scale, with clear dimensions).

PRIVACY STATEMENT AND DECLARATION

I acknowledge South Gippsland Shire Council's primary purpose of collecting personal information within this Septic Tank Report and Consent Application Form will be used to complete your request for information. Failure to provide correct details may result in Council being unable to process your request. All personal information provided in this form will be managed in accordance with the *Privacy and Data Protection Act 2014*.

I declare that the information provided in this information is true and completed to the best of my knowledge. This application forms a legal document and penalties exist for providing false or misleading information.

Please sign and date below to state you understand the above.

Applicant Signature: _____ Date: _____

HOW TO RETURN YOUR FORM



Via Post to:
Environmental Health
South Gippsland Shire Council
Private Bag 4
Leongatha VIC 3953



Via Email: council@southgippsland.vic.gov.au



In Person at **9 Smith Street, Leongatha**



South Gippsland
Shire Council