

# Septic Information Application Form

## When to Complete this Form

*If you would like to obtain copies of the Onsite Wastewater Management System plans and permits held by Council relating to this property.*

## Application Fees

- Septic Plans and Permits: \$95.00.

## 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

*This section only needs to be completed if you selected Agent or Representative, or Plumber above.*

Property Owner Full Name (including Title): \_\_\_\_\_

Postal Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Best Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## PRIVACY STATEMENT AND DECLARATION

I acknowledge South Gippsland Shire Council's primary purpose of collecting personal information within this Septic Information 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