

BUILDING INFORMATION REQUEST

PROPERTY DETAILS					
Assessment No.		Street No.		Lot No.	
Street Name			Suburb		

APPLICANT DETAILS			
Name			
Postal Address			
Email			
Contact Number/s			
Signature		Date	

IMPORTANT: A Building Information Request will only provide a list of all the building approvals registered against a particular property and can be done without the Owner's consent. Should you wish to obtain copies of a particular approval then the Owners Consent section below will need to be completed and signed.

OWNER DETAILS / CONSENT			
Name/s			
Postal Address			
Email			
Contact Number/s			
<i>I declare that I am the current owner of the above-mentioned property and give permission for any approval/s to be copied and released to the Applicant.</i>			
Signature		Date	
Signature		Date	

FEES: (select from the options below with a tick)

☐ A non-refundable processing fee of **\$46.40** is payable upon lodgement of this form
(An additional charge of \$25.00 per approval will be payable if the Applicant requests a copy of the approval/s.)

☐ To obtain a copy of a **SITE PLAN ONLY** the charge is **\$25.00 ONLY**

Application fees can be paid by contacting the City's Customer Service Team on 9186 8555 and quoting your application number or by attending the Administration Building located on Welcome Rd, between 8.30am and 4.30pm, Monday to Friday

OFFICE USE ONLY			
BIR Search #		Payment Receipt #	

DISCLAIMER: The City of Karratha cannot guarantee that existing Building Approvals will be located for the subject property.