



Bellingen Shire Council

Adjoining Property Owners Details Application

Privacy Notification (Privacy and Personal Information Protection Act 1998 – Section 10)

Personal information collected in this application is considered personal or health information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIPA). Information provided will only be used for the purpose for which it is collected. The intended recipients of the personal information are Council officers and may extend to any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of this information is voluntary, however if you do not wish to provide all details requested, Council may be unable or limited in dealing with your request. You may make application to access, amend or suppress your personal information which Council will consider in accordance with the PPIPA.

1. Applicant Detail

Surname		First Name	
Postal Address			
Applicant Property Details	Street Address		
	Lot:		DP:
Contact Details	Phone		
	Email		

Council has a preference, where possible, to provide this information electronically, please indicate your preferred method for the provision of information:

Email

Mail

Pick up from office

2. Adjoining Property Details

Address of Adjoining Property			
	Lot:		DP:

NOTE: Council is not obliged to pass on the contact details of adjoining landowners for privacy reasons unless the request is made under one of the following acts.

- Dividing Fences Act 1991,
- Environmental Planning and Assessment (Regulation) Act 2000 ;
- Rural Fires Act 1997.

Only owner names and forwarding addresses will be provided. Personal contact details (i.e. email address or telephone numbers) of adjoining landowners will not be provided.

Land titles details are also available from NSW Land and Property Information (www.lpi.nsw.gov.au or 1300 052 637).



Bellingen Shire Council

Adjourning Property Owners Details Application

3. Reason for request

I, the adjoining owner# or agent* hereby request Council to provide the ownership details of the adjoining property in section 2 for the following reason (please tick box below).

Dividing Fence

This information is requested to facilitate a fencing matter between my land and the adjoining land owner. It is requested under the Dividing Fences Act 1991. The property owner's details will NOT be retained, copied or disseminated for unrelated purposes and will be kept secure and only used for advising and serving of fencing matters.

Tree

This information is requested to facilitate a tree matter between myself and the adjoining land owner. It is requested in order to satisfy Clause 49 (1)(b) of the Environmental Planning and Assessment (Regulation) Act 2000. The land owners details will NOT be retained, copied or disseminated for unrelated purposes and will be kept secure and only used for adjoining tree matters.

Burning off

This information is requested to facilitate the notification of intention to burn off or burn firebreak to adjoining land owners/occupiers. It is requested under the Rural Fires Act 1997. The property owner's details will NOT be retained, copied or disseminated for unrelated purposes and will be kept secure and **only used for the notification of intention to burn off or burn firebreak.**

Note 1: An applicant must provide sufficient evidence of identity and place of residence (proof of ownership). Section 4 below.

Note 2: An agent will be required to provide proof that they are authorised to act on behalf of the adjoining owner. Section 5 below.

4. Proof of Identity – Owner (Please attach copies with your application)

Australian driver's licence (with photograph, signature and current address)

Current Australian passport

Rates Notice

5. Proof of Identity – Agent (Please attach copies with your application)

Signed letter of Consent from Owner

Power of Attorney

Guardian

6. Application Declaration

I / We confirm that I am / we are the owner(s) or agent for the owner(s) of the property detailed in section 1. I confirm that the adjoining property details requested in section 2 will only be used for the purpose indicated in Section 3.

Signed _____ Date: _____

Lodgement Details

You can lodge the completed application form with Council by:

Email: council@bellingen.nsw.gov.au

In person, or post to: Bellingen Shire Council, 33 Hyde Street Bellingen NSW 2454