

REQUEST FOR PROPERTY OWNER DETAILS FOR FENCING PURPOSES



To request property ownership details for fencing purposes, please complete this form and return to Council by:		
Fax to:	03 5333 4061	24 hours processing time may apply
Post to:	PO Box 655, BALLARAT VIC 3353 The Phoenix,	
In person at:	25 Armstrong Street South, Ballarat.	
Name:		
Postal Address:		
Telephone Number:		
At which Address is the fence to be erected/repaired:		
<p>If applicant does not own above property, you must supply letter of Authorisation from property owner. (If insufficient information supplied details will be posted to Owner only)</p>		
Owners Full Name:		
Owners Address:		
Address of neighboring property/properties for which the fence cost is to be shared or repaired:		
Property Address:		
Property Address:		
Property Address:		
Property Address:		
Preferred method of Council's response and contact details for that method:		
In person:	Post (supply postal address)	
Email (supply email address)	Fax:	
Applicant's Signature		Date
<p>By completing this application you give an assurance that the personal and property information disclosed to you will be used solely to facilitate a specific fencing matter and that the personal and property information will be kept secure and will not be retained, copied or disseminated for unrelated purposes.</p>		
<p>Personal Information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be used solely by Council for these purposes and or directly related purposes. Council may disclose this information to other organizations if required by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and or correction should be made to Councils Freedom of Information Officer and/or Councils Privacy Officer.</p>		
Office Use Only – Request Number:		

Information

City of Ballarat Use only:		
Check Ownership of Property via Property Module. Confirm ID – if applicable	If owner is Applicant Continue <ul style="list-style-type: none">• Complete the application form.• Check requested properties are adjoining that of the owner	
Real Estate Agents	Can't apply – Property Owner must apply.	
Fencing Contractors	They will supply quote or work order.	
Building Companies	There must be a building permit against the property with the Building Company as Applicant.	