

# Application To Transfer Approval to Operate On-Site Sewage Management System



*This form is to be completed by the **NEW OWNER** of a property. This form is to be used to transfer an operating approval into a new owner's name, for an **existing** On-Site Sewerage Management System with a current approval. If there is no current operating approval you will need to use the form, 'Application for Inspection On-site sewage management system'. A person who operates a system of sewage management without obtaining approval of council is guilty of an offence under s. 626 (3) of the Local Government Act 1993*

Owner Details				
Name			Phone (AH)	
Postal Address			Phone (BH)	
Town	State	Postcode	Mobile	
Email			ABN	

Property Details				
Residential Address			Phone	
Town	State	Postcode		
Lot	Section	DP		

On-site Sewage Management System Details			
Current OpSM Number (if Known)			
Type of Premise	<input type="checkbox"/> Domestic	<input type="checkbox"/> Non-Domestic	
Type of System	<input type="checkbox"/> Septic Tank Trench	<input type="checkbox"/> Wet Composting	<input type="checkbox"/> Dry Composting
	<input type="checkbox"/> AWTS	<input type="checkbox"/> Package Plant	<input type="checkbox"/> Other
Number of persons occupying the building:		Date of last desludge (if known):	

Service Details (if applicable)	
Please provide details and a copy of the service agreement from your service agent:	
Company / Service Agent:	ABN:
Postal Address:	Phone:

Owner Consent		
I/We the undersigned hereby request a transfer of approval of operating approval of the above on-site sewage management system.		
I/We understand that a transfer fee may be charged in accordance with Councils Schedule of Fees and Charges.		
Signature	Name	Date
Signature	Name	Date

Office Use ONLY – Please return to the Public Health Team		
Authorised Officer Name		Signature
Fee Paid	Receipt No:	Date Paid:

For further information or assistance on completing this form please contact Council:  
PO Box 714 COOMA NSW 2630 | 1300 345 345 | council@snowymonaro.nsw.gov.au | [www.snowymonaro.nsw.gov.au](http://www.snowymonaro.nsw.gov.au)