

Form | 250.2016.35.5

2022/2023

Application for Certificates

Applicant				
Name/Company			Phone	
Postal Address			Reference	
Town	State	Postcode		
Email				
Application				
Please tick		Fee		Receipt Type
<input type="checkbox"/>	Planning Certificate under Section 10.7(2)*	\$62.00 per lot		91
<input type="checkbox"/>	Fast Track (additional fee)	\$135.00 per lot		93
<input type="checkbox"/>	Planning Certificate under Section 10.7(5)*	\$156.00 per lot		92
<input type="checkbox"/>	Drainage Diagram – Sewer Plan	\$118.00 per lot		87
<input type="checkbox"/>	Drainage Diagram – House	\$118.00 per lot		86
<input type="checkbox"/>	Disclosure of Biosecurity Directions & Undertakings (incl. copies)	\$41.00 per certificate	→	99
		Owners Consent Required (See Below)		
<input type="checkbox"/>	Section 603* (Rates & Charges) Certificate	\$90.00 per assessment	→	94
<input type="checkbox"/>	Fast Track (additional fee)	\$53.00 per assessment		95
<input type="checkbox"/>	Outstanding Notices		→	
<input type="checkbox"/>	Under Clause 41 of Schedule 5 (EP&A) Act 1979	\$60.00 per lot		90
<input type="checkbox"/>	735A*	\$60.00 per lot		90
<input type="checkbox"/>	Certificate under 88C*	\$10.00 per certificate		100
<input type="checkbox"/>	With inspection	\$35.00 per certificate	→	
<input type="checkbox"/>	Extraordinary Water Meter Reading	\$89.00 per reading		88
<input type="checkbox"/>	Section 150* Certificate	\$53.00 per document		101
<input type="checkbox"/>	Hardcopy Certificate Fee	\$28.00 per certificate		
<input type="checkbox"/>	On-Site Sewage Management Operating Approval	\$75.00 per certificate		
				↑
				↑
Note: By default Certificates will be issued electronically. If you require hardcopy please specify by choosing the additional Hardcopy Certificate Fee				
<small>* in total which includes \$61.00 for the 10.7 (2) *Local Government Act 1993 *Conveyancing Act 1919</small>				
Description of property (Title Deed property description must be supplied)				
No	Street			
Town/Village				
Lot/Section/DP/s				
Parish		County		
Area		Assessment/Property No		
Nature of property (vacant land, house, etc)				
Owner				
Owners Signature for Biosecurity Directions and Undertakings				
Purchaser				
Applicant Signature	Acting For	Date	Purpose of Inquiry	

OFFICE USE ONLY

Date:	Amount:	Receipt No:
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250.2016.35.5	Issue Date: 27/06/2019	Revision Date: 5/07/2022	Page 1 of 2
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Payment Options

(A) Payment By Cheque Via Mail

- **Make cheque payable to:**
Snowy Monaro Regional Council and marked "Not Negotiable"
- Mail application and payment to:
Snowy Monaro Regional Council
PO Box 714
COOMA NSW 2630
- Receipts for mail remittances will not be returned unless requested.

(B) Personal Payment To Council

Present application intact to Cashier at:

Office Locations:

- Cooma 81 Commissioner Street, Cooma
(Mon-Fri 8.30am – 4.30pm)
- Berridale 2 Myack Street, Berridale
(Mon-Fri 8.30am – 4.30pm)
- Bombala 71 Caveat Street, Bombala
(Mon-Fri 8.30am – 4.30pm)
- Jindabyne Shop 2 Razorback Office
Gippsland Street, Jindabyne
(Mon-Fri 8.30am – 4.30pm)

(C) Credit Card

Complete application and credit card details below and return to Council by:

- post (see address at (A)), OR
- email to
council@snowymonaro.nsw.gov.au, OR
- telephone Council to make your payment over the phone (see below).

Office	Phone
Cooma	6455 1777
Berridale	6451 1195
Bombala	6458 3555
Jindabyne	6451 1550

Credit Card Authority

If paying by credit card by mail, email or fax please complete the following details. Credit Card information will not be retained by Council.

Please debit my:

Mastercard Visa

Card Number

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AMOUNT \$ _____

Cardholders Name: _____

Cardholders Signature: _____

Expiry Date: _____

Card Verification Value (CVV): _____

Daytime Telephone: _____

Credit card payments may be made by telephone

If paying by mail, please send the complete form to Council