

Form | 250.2016.35.6

2023/2024

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(2 & 5)	\$156.00 per lot	92	
<input type="checkbox"/>	Drainage Diagram – Sewer Plan	\$120.00 per lot	87	
<input type="checkbox"/>	Drainage Diagram – House	\$120.00 per lot	86	
<input type="checkbox"/>	Disclosure of Biosecurity Directions & Undertakings (incl. copies)	\$50.00 per certificate	99	
<input type="checkbox"/>	Section 603 (Rates & Charges) Certificate	\$95.00 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"/>	Under 735A LGA 1993	\$60.00 per lot	90	
<input type="checkbox"/>	Certificate under 88G/Conveyancing Act 1919	\$10.00 per certificate	100	
<input type="checkbox"/>	With inspection	\$35.00 per certificate		
<input type="checkbox"/>	Extraordinary Water Meter Reading	\$93.00 per reading	88	
<input type="checkbox"/>	Hardcopy Certificate Fee	\$28.00 per certificate		
<input type="checkbox"/>	On-Site Sewage Management Operating Approval	\$80.00 per certificate		
Note: By default Certificates will be issued electronically. If you require hardcopy please specify by choosing the additional Hardcopy Certificate Fee				
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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Payment Options												
<p>(A) Payment By Cheque Via Mail</p> <ul style="list-style-type: none"> 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. 	<p>(B) Personal Payment To Council</p> <p>Present application intact to Cashier at:</p> <p>Office Locations:</p> <p>Cooma 81 Commissioner Street, Cooma (Mon-Fri 8.30am – 4.30pm)</p> <p>Berridale 2 Myack Street, Berridale (Mon-Fri 8.30am – 4.30pm)</p> <p>Bombala 71 Caveat Street, Bombala (Mon-Fri 8.30am – 4.30pm)</p> <p>Jindabyne Shop 2 Razorback Office Gippsland Street, Jindabyne (Mon-Fri 8.30am – 4.30pm)</p>	<p>(C) Credit Card</p> <p>Complete application and credit card details below and return to Council by:</p> <ul style="list-style-type: none"> 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). <table border="1"> <thead> <tr> <th>Office</th><th>Phone</th></tr> </thead> <tbody> <tr> <td>Cooma</td><td>6455 1777</td></tr> <tr> <td>Berridale</td><td>6451 1195</td></tr> <tr> <td>Bombala</td><td>6458 3555</td></tr> <tr> <td>Jindabyne</td><td>6451 1550</td></tr> </tbody> </table>	Office	Phone	Cooma	6455 1777	Berridale	6451 1195	Bombala	6458 3555	Jindabyne	6451 1550
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If paying by credit card by mail, email or fax please complete the following details. Credit Card information will not be retained by Council.

☐ Mastercard ☐ Visa[illegible]

AMOUNT \$

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