



Property Services Application Form

Property Fees

Office Use Only: Property
Officer
Quote Officer:
TRIM:
Date:

This form may be used for enquiries relating to interests in Council Owned Land – for example:- Purchase, Sale, Lease, License, Deed of Agreement and Other Estates.

Please contact the Property Department for initial enquiries prior to lodging application on (02) 46 779 595

This form & payment may be lodged in person at the Customer Service Counter or email to

council@wollondilly.nsw.gov.au

APPLICANT DETAILS

Applicant:

Contact Person:

Postal Address:

Mobile:

Email:

Phone:

Signature:

ABN:

SUBJECT PROPERTY DETAILS

Property Address:

Lot and DP:

PURPOSE ENQUIRY: Purchase Lease Licence Sale Deed Alter Road Status Other

Description:-

I/we hereby make application for Council to undertake preliminary investigations relating to the “subject property” as described and/or shown in the attached document/maps. The payment of the required fee must accompany the application.

I understand that the payment of the fee incorporates the following but not limited to:-

- Is a non-refundable administration fee and is for preliminary investigations and does not guarantee a successful outcome.
- Determines operational and community requirements of the property including land classification under Part 2 of the Local Government Act 1993.
- Covers required investigations of the property (compulsory acquisition, trust etc).
- Seeks advice from relevant Council Divisions and other stakeholders in the property.
- Determines whether the proposal for the property fits in with the strategy (which may or may not have been formulated) for the property.
- Determines if the land is surplus to Council and the community and
- If considered appropriate a report will be prepared to Council for consideration.

I/we provide an undertaking to pay all costs incurred to establish an agreement including but not limited to, transfer fees, legal fees, survey plans, valuation or re-valuations of the land, disbursements or any other costs.

(note valuations obtained will only be valid for a 12 month period)

Print Name of applicant: _____

Signature _____ Date _____

Council advises that in agreeing to allow for the submission of this application in no way infers or implies approval of any development application. This agreement is made by Council in its role as a land owner and in no way fetters its discretion as a consent authority under the Environmental Planning and Assessment Act, 1979.

APPLICATION FEES – Refer to Fees & Charges 2021/2022

Non-Refundable Application Fee GST inclusive

\$2250.00 - Application for **Purchase** of Council Property/Land

\$2255.00 - Application for **Lease** of Council Property, **Licences** or **Deed of Agreement**

\$2220.00 - Application for **Alteration of Road Status**

\$

TOTAL FEES

Q.C. 400 – GL 6601.1100.1261

\$

Privacy Statement:

By completing this form you are enabling Wollondilly Shire Council to collect personal information about you for the purpose of assisting in the determination process of your application. This information is required by law and failure to provide the information may lead to rejection or delays of your application. At any time you have the right to access, view or correct the personal information that you have provided. The information will be stored in Council's records system and may be placed on Council's Website or be subject to a request to access information under the Government Information (Public Access) Act 2009 (GIPAA).

PAYMENT DETAILS

Credit Card (complete details below)

Cash or Cheque (Enclosed or paid at Council Front Counter)

Note: Faxed applications will only be processed if credit card details are supplied

MasterCard

Visa

American Express

Card Number:

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Expiry Date:

Cardholder Name:

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Signature:

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NOTE: A Service Fee of 1% applies to payments made with a Credit Card.