

APPLICATION FOR BUILDING RECORDS SEARCH

Applicant De	etails	Date lodged
Your name	Print name in full	
Postal address ⊠	Street or PO	
	Town or Locality	Postcode
Contact	Phone	Mobile
	Email	Fax
Property Details		
Property address	Lot	Section DP
	No. and Street	
	Town or Locality	Postcode
Information requested		
A Building Records search is a written summary of the development history according to Councils records. If you need to confirm or rely on this information, you should apply for a new Building Certificate		
Select questions to be addressed by the search:		
☐ What building or development apporvals are one the property file		
☐ Have any final occupation certificates been issued		
☐ Has a building certificate been issued		
A physical inspection of the property is not included; or advice that a building does or does not comply with the Building Codes, Standards or approved plans. The building records search does not include copies of plans, reports or certificates. Copies of such documents may be available, subject to verified written owner consent (non-owner) and copyright laws.		