

# Request for Property Information

Regulation 51 of the Building Regulations 2018

Applicant Details	
<b>Applicant Name:</b>	<b>Company Name:</b>
<b>Applicant Postal Address:</b>	
<b>Applicant Phone:</b>	<b>Applicant Reference No:</b>
<b>Applicant Email:</b>	

Property Details		
<b>Street Number:</b>	<b>Lot Number:</b>	
<b>Street/Road Name:</b>	<b>Locality:</b>	
<b>LP/PS:</b>	<b>Volume:</b>	<b>Folio:</b>
<b>Registered Property Owner/s:</b>		

<b>Please attach a copy of title (including Plan of Subdivision)</b>	<b>Select regulation/s required below</b>
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<b>Property Information - Regulation 51(1)</b>	<b>\$53.60</b>
<b>Includes the following information:</b> a) details of any permit or certificate of final inspection issued in the preceding 10 years; and b) details of any current determination made under regulation 64(1) or exemption granted under regulation 231(2); and c) details of any current notice or order issued by the relevant building surveyor under the Act.	
<b>Property Information - Regulation 51(2)</b>	<b>\$53.60</b>
<b>Includes the following information:</b> a) in an area that is liable to flooding within the meaning of regulation 5(2); or b) in an area that is designated under regulation 150 as an area in which buildings are likely to be subject to attack by termites; or c) in an area for which a bushfire attack level has been specified in a planning scheme; or d) in an area designated under regulation 152 as likely to be subject to significant snowfalls; or e) designated land; or f) designated works	
<b>Property Information - Regulation 51(3)</b>	<b>\$53.60</b>
<b>Includes the following information:</b> An owner or mortgagee of a building or land, or a prescribed building practitioner reporting on a building under Section 137B of the Act, may request the relevant council to provide the approved dates of the inspections carried out of the mandatory notification stages of building work carried out on the building or land.	
<b>NOTE:</b> The fee of \$53.60 is payable for each part of Regulation 51 required. This application fee is payable upon submission and is non-refundable. There is no provision for an additional fee for priority processing. Information is supplied electronically within 10 business days. (hard copy available on request)	

<b>Applicant Signature:</b>	<b>Date:</b>
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How to submit this form			
<b>In Person</b>	<b>Sale Service Centre</b> 18 Desailly Street, Sale Monday-Friday - 8:30am – 5:00pm Telephone 1300 366 244		<b>Yarram Service Centre</b> 156 Grant Street, Yarram Monday, Tuesday, Thursday, Friday 10:00am – 2:00pm Telephone (03) 5182 5100
<b>By Post</b>	PO Box 506, Sale Victoria 3850		<b>By Email</b> enquiries@wellington.vic.gov.au

<b>OFFICE USE ONLY</b>		<b>Fee Received: \$</b>	(Short Key 22)
Date:	Officer:	Receipt No.:	

The personal information requested on this form is being collected by Council for a Building Services application. The information will be used solely by Council for that primary purpose, or directly related purposes. The applicant understands that the personal information provided is for this Building Services application and that they may apply to Council for access and/or amendment of the information.

Effective 1 July 2025 to 30 June 2026