

## Application for Works As Executed Plans Compliance Certificate

### A1. Applicant

|                          |                      |              |                      |
|--------------------------|----------------------|--------------|----------------------|
| Surname/s                | <input type="text"/> | Given Name/s | <input type="text"/> |
| <b>OR</b>                |                      |              |                      |
| Company/<br>Organisation | <input type="text"/> | ABN          | <input type="text"/> |
| Postal Address           | <input type="text"/> |              |                      |
| Contact No               | <input type="text"/> | Email        | <input type="text"/> |

### A2. Owner's Consent

- ☐ Individual Ownership and Joint Ownership
- ☐ Organisation/Company Ownership
- ☐ Strata Property

**NOTE!** A separate owner's consent form will be generated depending on what option is selected. This signed form will need to be scanned for inclusion with your submission to Council.

### A3. Land Description

|                |                      |         |                      |           |                      |
|----------------|----------------------|---------|----------------------|-----------|----------------------|
| Lot Number     | <input type="text"/> | Section | <input type="text"/> | DP/NPP/SP | <input type="text"/> |
|                | <input type="text"/> |         | <input type="text"/> |           | <input type="text"/> |
|                | <input type="text"/> |         | <input type="text"/> |           | <input type="text"/> |
|                | <input type="text"/> |         | <input type="text"/> |           | <input type="text"/> |
|                | <input type="text"/> |         | <input type="text"/> |           | <input type="text"/> |
| Unit/Street No | <input type="text"/> | Street  | <input type="text"/> |           |                      |
| Suburb/Town    | <input type="text"/> |         |                      |           |                      |

### A4. Description of Development

|             |                      |        |                      |
|-------------|----------------------|--------|----------------------|
| Description | <input type="text"/> |        |                      |
| DA No       | <input type="text"/> | CC No. | <input type="text"/> |

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### A5. Principal Certifying Authority/Certifying Engineer

Name of Certifying Authority

**OR**

Certifying Engineer  
(or Registered Surveyor)

National Engineering Register  
(NER) number

Contact Number

Address

### A6. Payment of Application

Once your application has been lodged, you will receive a Tax Invoice(s) via email. Please indicate how you wish to pay.

- ☐ ePayment      Use Council's online portal to pay your rates, water and sundry debtor notices and application invoices:  
<https://eproperty.tweed.nsw.gov.au/>
- ☐ In Person      Visit us at Brett Street, Tweed Heads or Tumbulgum Road Murwillumbah during office hours. Council accepts payments by cash, cheque, money order, EFTPOS, Visa and Mastercard.
- ☐ By Mail      Please make cheques payable to Tweed Shire Council, crossed 'not negotiable' and mail to Tweed Shire Council, PO Box 816, Murwillumbah NSW 2484. Do not send cash through the mail.

**NOTE!**      A surcharge applies to payment via credit card

### A7. D13.C Certificate

Applicants are required to complete Council's D13.C Certificate. By clicking the following check box ☐ a fillable certificate will open in a separate window. This signed form will need to be scanned for inclusion with your submission to Council.

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### A8. Privacy and Personal Information Protection Notice

I declare that all the information in this application is true and correct.

I understand and agree that the contents of this submitted form and all attachments will be held by Council and may be provided to a third party on request. I agree that any claim to copyright in the form or attachments is waived.

Some information requested by Council for this application constitutes personal information under the *Privacy and Personal Information Protection Act 1998* (NSW).

Purpose of Collection: For Council to carry out lodgement of the application.

Intended Recipients: Council staff, Government agencies

Supply: Voluntary, Council may not be able to accept your application if information is not provided.

Right of Access / Correction: Contact Council (02) 6670 2400 or email [tsc@tweed.nsw.gov.au](mailto:tsc@tweed.nsw.gov.au)

Storage Details: Tweed Shire Council, 10-14 Tumbulgum Road, Murwillumbah NSW 2484

Applicants Name

Date

## **Application for Works As Executed Plans Compliance Certificate**

### **NOTES:**

1. The following information must accompany an application:
  - Completed Appendix D13.C of Councils Development Design Specification D13 – Engineering Plans (Subdivisions) and signed by the nominated Certifying Engineer
  - An electronic copy in PDF format of “stamped” and signed Amended Design Works as Executed Plans and Summary Works as Executed Plans in accordance with Section A5 of the Development Control Plan and Development, Design and Construction Specification D13 as well as the Compliance ADAC XML digital file and AutoCAD (.dwg) file of the Summary Works as Executed Plans are to be provided with the application.
  - Wording for the applicable “stamps” can be located in appendix D13.A and appendix D13.B of Councils Development Design Specification D13 – Engineering Plans (Subdivisions).

**[THIS NOTES PAGE IS NOT REQUIRED TO BE SUBMITTED WITH YOUR APPLICATION]**