

Application for Property File Retrieval – Plans



City of Nedlands

nedlands.wa.gov.au

Fee	Timeframe	Receipt number		
\$85	Seven working days (depending upon availability; plans stored off-site in archives may take longer to obtain)			
(For office use)				
Property ownership details have been verified	Rates notice, driver's licence or intranet (circle applicable)			
Owner's written authority to access plans is attached (if applicable)				
How would you like to receive the plans? (Please tick)				
Please call when ready	Tel:	Post when ready		Collect from front counter

Property address: _____

Owner's full name: _____

Owner's signature: _____

Postal address: _____

Note: owner's signed authority letter to accompany this form if a third party is collecting the plans.

Please tick box to indicate type of plans requested:

Architectural house plans	
Structural house plans	
Specific plans (if available)	

Plans collected by:		Driver's licence No:		Date:
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