

# REQUEST FOR ADJOINING OWNERS DETAILS RE PROTECTION WORKS



Building Act 1993

GLEN EIRA  
CITY COUNCIL

In accordance with Section 84 of the *Building Act 1993* (the Act), I/we (the land owner/s) give notice of my/our intention to carry out the following building work on my/our land:

Address of property where building works are proposed:

\_\_\_\_\_

Nature of proposed building work: \_\_\_\_\_

## Property addresses

The relevant building surveyor has determined, in accordance with Regulation 602 of the *Building Interim Regulations 2017*, that protection work notices are required to be served on the owners of the following properties:

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

## Relevant Building Surveyors (RBS) details

Signature of RBS: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

Email: \_\_\_\_\_

**Please note:** a Section 80 from the RBS for the works is required in order for us to fulfil this request.

## Owner's/agent's contact information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

I understand my responsibility to protect individual privacy and will handle all property ownership information gained securely. I declare that:

- No information gained in relation to a specific address will be given to other parties.
- No information gained will be used for any purpose other than to facilitate notification to the adjoining property owner of the requirement for protection works as per Part 7 of the *Building Act 1993*.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please forward completed form to [sbs@gleneira.vic.gov.au](mailto:sbs@gleneira.vic.gov.au) or PO Box 42 Caulfield South 3162.**

**Information privacy:** the personal information requested, is required for the provision of the service referred to on this form and will only be shared with those directly responsible for providing that service. If you do not provide the information, Council may not be able to deliver the service. If necessary, and to assist you, your information may be shared with other Council staff. If you would like to know more about information privacy at Glen Eira City Council, please contact Council's privacy officer on 9524 3333 or email [privacy@gleneira.vic.gov.au](mailto:privacy@gleneira.vic.gov.au)