



GLEN EIRA
CITY COUNCIL

Application to municipal building surveyor for approval of siting of temporary structure/s

Mail completed form to: **Municipal Building Surveyor** or **sbs@gleneira.vic.gov.au**
Glen Eira City Council
PO Box 42
Caulfield South 3162

From:

Owner*/event organiser*/hirer of temporary structure*/hire service*

*Circle appropriate

Name: _____

Postal address: _____ Suburb: _____ Postcode: _____

Contact person: _____ Phone: _____ Email: _____

Property details:

Location and name of land or street: _____

Melway ref: _____

Event details:

Nature of event: _____

Name of event: _____

Date for the event: _____

Duration for the approval (from erection to dismantling of the temporary structure: _____

Temporary structure/s details

(Please provide a scaled site plan showing building site, surrounding buildings, fence streets and features.

Type: _____ Description: _____

Victorian Building Authority occupancy permit number: _____ Size: _____ m²

Type: _____ Description: _____

Victorian Building Authority occupancy permit number: _____ Size: _____ m²

Building practitioner details

Name: _____ Phone number: _____

Category: _____ Registration number: _____

Applicant signature: _____ Date: _____

Fee: \$448.26

Office use only

Referrals	Traffic		Parks		Planning		Health	
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