

City of Melville Terms and Conditions

In submitting an application to City of Melville I accept the following terms and conditions:

All Applicants

I declare that the information and plans submitted are correct and can be relied upon for planning and building assessment purposes.

I understand that once an application fee invoice is issued, I have the period between invoice issue and my complete payment to decide if I wish to withdraw my application. Once my complete payment is made I will no longer be entitled to a refund of any portion of the complete application fees.

I acknowledge that the email address that I have provided in lodging this application is the email address to which I will accept any notification or communication from the City of Melville. Any changes so notified to the City of Melville will be via an email and contain all reference numbers used by the City of Melville and by me in relation to this application.

I declare I will accept time deadlines for information requested by City of Melville and understand that if I do not adhere to timeframes specified in communications that my applications may be determined with the available information.

I declare that by accepting these terms and conditions and submitting my application I have also read the City of Melville website terms and conditions, <http://www.melvillecity.com.au/site-information/terms-and-conditions-of-use-of-city-of-melville-online-services/> and I agree to be bound hereby.

Electrician/Builder on behalf of Owner

If the application is being submitted by an electrician/builder on behalf of a property owner, as the representing electrician/builder I declare that I am submitting the signed forms on behalf of the owner as indicated on the application form.

If the application is being submitted by a builder on behalf of a property owner, as the representing electrician/builder I declare I am the authorised agent / builder / owner / demolition contractor as indicated on the application form

If the application is being submitted by the owner, then as the representing owner I hereby declare that I am the owner as indicated on the application form.

Note

We collect your personal information to process your request in accordance with the standards set out in the Privacy and Responsible Information Sharing Act 2024 (PRIS Act). By completing this form, you confirm that you have read and acknowledge the collection of your personal information. For full information about how we handle your personal information, please visit our privacy page.