



Whitehorse City Council
379-397 Whitehorse Road, Nunawading
Locked Bag 2, Nunawading Delivery Centre VIC 3110
MITCHAM

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REQUEST FOR ADJOINING PROPERTY OWNER DETAILS FOR FENCING PURPOSES

Property ownership details are considered as personal information under the *Privacy and Data Collection Act 2014* (Vic). Property ownership details will only be made available to private neighbouring property owners or to a registered fencing contractor/managing agent if Council is satisfied the information will be used solely for the purpose of providing a fencing notice in writing in accordance with section 13(3) of the *Fences Amendment Act 2014*. A copy of a fencing notice or a valid quote for works must be submitted with this application.

Council will only provide a first initial, surname and forwarding address to satisfy section 14(2) of the *Fences Amendment Act 2014*.

The applicant to whom property ownership details is made available must declare that the supplied information will be handled securely, will only be used to provide a written fencing notice or fencing quote and that no information obtained in relation to any specific address will be passed on to other parties for any other purpose.

For issues regarding fencing encroachments please refer to the Dispute Settlement Centre of Victoria for advice. Private information cannot be provided by Council under these circumstances.

Applicant Details			
Owner(s) Name			
Applicant Name (if different from above ie fencing contractor/managing agent)		Company Name	
Address			
Contact Phone Number		Email	

Note, if you are not the owner (ie fencing contractor, owners corporation manager or managing agent) please also provide the owner's written authority that was given to you to act on their behalf.

Property Address you own / are acting for	
Property Address	
Rates Assessment Number	

Property Address for which ownership details are required for fencing purposes	
Property Address(es)	

Attachments to accompany this form (without the proper attachment your request cannot be processed)	
1	Fencing notice or quote issued by a registered fencing contractor.
2	Owner's written authority (for managing property agents & owners corporation managers only).

Declaration			
I understand my responsibility to protect individual privacy and will handle all property ownership information gained securely. The information gained will only be used in establishing contracts for fencing .			
<ul style="list-style-type: none">No information gained in relation to a specific address will be given to other parties and will not be used for any purpose other than to provide a written fencing notice or fencing quote in accordance with section 13(3) of the <i>Fences Amendment Act 2014</i>.If not the owner, I have been requested by the owner to act on their behalf.			
Signature		Date	___ / ___ / _____

Completed application forms can be emailed to customer.service@whitehorse.vic.gov.au or posted to Locked Bag 2, Nunawading Delivery Centre VIC 3110