



**REQUEST FOR SEPTIC TANK COPY OF
PLANS/PERMIT EXTENSION/EXTRA INSPECTION**
Environmental Protection Act 1970

I _____
(Applicant's/Agents name)

Address of correspondence: _____

Telephone: _____

(PROPERTY FOR WHICH INFORMATION IS REQUESTED)

Lot No. _____ Street No. _____ Street Name: _____

(City/Town/Suburb/Locality): _____

(If not as above please fill in)

Application ID: HLS _____

Request the following (please tick):

	Fees 2025-26 (GST inclusive)
<input type="checkbox"/> Copy of archived plans	\$105.00
<input type="checkbox"/> Apply for extension/ renew of permit	\$140.00
<input type="checkbox"/> Additional inspections per hour	\$103.00

What will the plans be used for?

How would you like to receive the above information (please tick):

☐ Post _____

☐ Email _____ ☐ Fax _____

☐ Collect at Council

Signed: _____
Owner(s)/Agent(s)*

**A person shall not act as the agent of an owner or other person having equity in the property unless he/she is authorised in writing by the owner to do so.*

Name of Property Owner: _____

Address: _____

Contact Phone: _____

Signature of Owner consenting to Council providing a copy of plans/information to agent:

***** Please allow 30 days to receive the requested plans*****

OFFICE USE ONLY - Receipting Details:

- Applying for extension & Extra inspection receipt to: **Application ID.**
- Requesting Copy of Plans receipt to: **3Health Septic.**

RECEIPT NUMBER: _____ AMOUNT: _____ DATE: _____

How to lodge your application

By email	In person	By mail
mail@wyndham.vic.gov.au	Wyndham City Council 45 Princes Hwy Werribee VIC 3030 8.00am to 4.30pm Monday to Friday	P.O Box 197 Werribee VIC 3030

If you need to speak with us, please call 1300 023 411 to be transferred to the relevant department.