

**DECLARATION**

# Owners Consent

For use when lodging an application through the NSW Planning Portal

I/We the undersigned are the owner(s) of the property described in this application and consent to its lodgement. I/We hereby permit a duly authorised officer of Muswellbrook Shire Council to enter the land or premises to carry out inspections and undertake work as required for the administration of the Act(s), Regulations or Planning Instrument.

**Owner(s) Details and Consent**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Postal address \_\_\_\_\_  
Email \_\_\_\_\_ Signature \_\_\_\_\_

**Owner(s) Details and Consent**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Postal address \_\_\_\_\_  
Email \_\_\_\_\_ Signature \_\_\_\_\_

**For Companies**

Company Name \_\_\_\_\_ Phone \_\_\_\_\_  
Name & Position Title \_\_\_\_\_ Mobile \_\_\_\_\_  
Postal address \_\_\_\_\_  
Email \_\_\_\_\_ Signature \_\_\_\_\_

Please indicate by 'X'

☐ Private Landowner ☐ Sole Director ☐ Director, Secretary or Company Seal

**Site Details**

Unit/shop/suite no \_\_\_\_\_ Street no \_\_\_\_\_ Street Name \_\_\_\_\_  
Suburb \_\_\_\_\_ Assessment \_\_\_\_\_  
Lot/portion no \_\_\_\_\_ Section no \_\_\_\_\_ Deposit/strata plan no \_\_\_\_\_

**Note: All owners of the land, the subject of this application, must sign this form.** If you are not the owner of the land, you must have all the owners sign the application.

**Note:** If signing on the owner's behalf, please state your legal authority and provide documentary evidence (e.g: copy of power of attorney, trust deed etc.)

**Note:** In the case of land that is subject of a strata scheme under the [Strata Schemes \(Freehold Development\) Act 1973](#) or the [Strata Schemes \(Leasehold Development\) Act 1986](#), the owners corporation for that scheme must be constituted under the [Strata Schemes Management Act 1996](#). A development application for a lot in a strata plan does not require the consent of the Body Corporate when that work does not affect any common property.

**Note:** In the case of land that is a community, precinct or neighbourhood parcel within the meaning of the [Community Land Development Act 1989](#), the association for the parcel must provide consent.

**Note:** If signing on behalf of a corporate body or company, the application should be signed by an authorised person under Common Seal and the position of that person in the corporate body or company must be stated on the form. Alternatively, the Common Seal is not required if two Directors or authorised persons sign the application form, or if you are a sole Director.

## Privacy Notification

The personal information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information may be:

- Officers within the Council
- Data service providers engaged by the Council from time to time
- Any other agent of the Council
- Financial institution involved in the process

The supply of the information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, the Council may be unable to process your application. Council is collecting this personal information from you in order to provide Council approved services.

You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act.

Address enquires concerning privacy matters to the Public Officer by sending an email to [council@muswellbrook.nsw.gov.au](mailto:council@muswellbrook.nsw.gov.au).