

APPLICATION FOR APPROVAL
TO INSTALL & OPERATE
A SYSTEM OF SEWAGE MANAGEMENT

OFFICE USE ONLY

LIC NO:	DATE:
ASSESSMENT NO:	RECEIPT NO:
ACCOUNT NO:	STAFF MEMBER:

SECTION 1 - TYPE OF SYSTEM (Please Tick)

<input type="checkbox"/> Aerated Wastewater Treatment System	<input type="checkbox"/> Septic Tank with Land Disposal
<input type="checkbox"/> Septic Tank with Pump-out	<input type="checkbox"/> Greywater Treatment System
<input type="checkbox"/> Biological Filtering System	<input type="checkbox"/> Other

SECTION 2 - APPLICANT INFORMATION

Name:	
Street:	
Suburb:	Postcode:
Mobile:	
Email Address:	

SECTION 3 - PROPERTY DETAILS

Lot(s):	DP:
House Number:	Street:
Suburb:	Postcode:

SECTION 4 - OWNER'S DETAILS

Name:	
Street:	
Suburb:	Postcode
Mobile:	
Email Address:	
Owner's Signature:	
Date:	
I/We own the subject land and consent to Council officers entering the premises for the purpose of carrying out inspections in conjunction with this application, without first giving notice.	

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Please provide a sketch below showing the location of your system of sewage management and disposal area on you property. Please indicate method of disposal to the land.

A Geotechnical Effluent Disposal System Report is to be attached with your application.

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WHAT HAPPENS NEXT?

Once your application is received by Council, an Environmental Health Officer will contact you to arrange an inspection. If satisfactory, an approval to operate will be issued for a period of up to 5 years.

WHAT IF I DON'T MAKE AN APPLICATION?

It is an offence to operate a system of sewage management without an approval to operate. You may be fined \$330 or taken to court.

SECTION 9 – PRIVACY INFORMATION

Note: This application form is a public document. The personal information that Council has collected or 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 are:

- Officers within Council
- Data service providers engaged by Council from time to time
- Any other agent/contractor of Council; and
- Other Statutory Authorities.

The supply of the information by you is not voluntary. If you cannot provide or do not wish to provide the information sought, the Council may be limited in dealing with your request etc. Council has collected this personal information from you in order to process your request/application etc. 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 PPIPA. Council is to be regarded as the agency that holds the information.