

Request for Adjoining Property Owner Details for Fencing

Pursuant to section 14 of the Fences Act 1968



- Evidence must be provided that this request is for proposed fencing works under the Fences Act 1968.
- Evidence can include quotes obtained for construction or service or photographic evidence. Other evidence will be considered on a case by case basis.

Property owner details:

First name:	Surname:
Home address:	
	Postcode:
Postal address:	
	Postcode:
Contact number:	
Email address:	

Adjoining property details:

Property 1 address:
Postcode:
Property 2 address:
Postcode:
Property 3 address:
Postcode:

I declare that:

- I am the owner of property _____
Assessment number _____
- I have provided evidence that this enquiry relates to a fencing matter.
- I have a legal responsibility through the *Fences Act 1968* to locate the owner/s of the neighbouring property or properties described above, for the purpose of giving a fencing notice.
- The information given to me by East Gippsland Shire Council –
 - a) Is for enforcing my rights under the *Fences Act 1968*;
 - b) Will be used in line with the requirements of the *Privacy and Data Protection Act 2014*;
 - c) Will be destroyed immediately once contact has been initiated.
- East Gippsland Shire Council will not accept responsibility for any injury or legal liability due to my misuse or disclosure of this information.

Signature:	
Name:	Date: ____ / ____ / ____

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application under the *Fences Act 1968*. Drivers' licence and evidence of fencing matters are not retained as a Council record. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Office Use Only:	
Assessment number:	
Rates Enquiry Verification of Ownership undertaken:	☐ Yes ☐ No
Evidence of fencing matter attached	☐ Yes ☐ No
Civica letter generated:	☐ Yes ☐ No
Application entered in Adjoining Property Owner Register	☐ Yes ☐ No
Council officer name:	
CS Stamp:	IM Stamp:

Contact Council

-  **Phone:** 03 5153 9500
-  **Email:** feedback@egipps.vic.gov.au
-  **Website:** eastgippsland.vic.gov.au
-  **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

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