



Mansfield Shire

Building Services - Request for Plans / Information

Name of applicant _____

Address of applicant _____

Applicant phone number(s) _____

Email Address _____

Date of request _____

Address of property

Street number/name _____

Lot number _____

PS/LP/CP _____

Crown allotment _____ Section _____

Name of Previous Owner _____

Please attach a copy of title (all pages) if available.

Please tick the items(s) you require

Fee payable of \$126.00 to Mansfield Shire Council. Please call 03 5775 8555 to make payment.

Item	Required 
Floor Plans	
Site Plans	
Elevations	
Soil Test Reports	
Certificate of Occupancy	
Certificate of Final Inspection	
Building Notice	
Building Works Direction	

Important Note:

While every effort will be made to provide information from Council's current record management system, some older records may be irretrievable and/or incomplete.

Not all information is held on older files and some searches may be unsuccessful.