

GIS Data Request Form

***A fee of $39.00 is required on lodgement of this request. Data will not be released until payment is made.***

***Please allow (10) working days from the date of receipt for the request to be processed.***

**Customer Details**

|  |  |
| --- | --- |
| Name: | |
| Organisation: | |
| Postal Address: | |
| Email Address: | |
| Contact Phone: | Mobile: |
| Are you the current owner of this property? Yes No | |
| How would you like this information returned? Picked up Post Emailed | |

**Site Location / Description**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Address: | | | | |
| Unit No: | Street No: | | Street Name: | |
| Township / Locality: | | | | |
| Lot No: | | LP TP or PS No: | | |
| Crown Allotment No: | | | | Section No: |
| Parish / Township Name: | | | | |
| Other *ie* Site Location / Description: | | | | |

**Requested Data: *(please note, the below may be provided as individual maps)***

|  |  |
| --- | --- |
| Aerial Photo | Basic Site Layout *(excludes structures/buildings)* |
| Land Zoning | Land Overlays |
| Property Boundaries | Roads / Streets |
| Contour 0.5m *(where available)* | Contour 10m |
| Other: | |
| Purpose for request: | |

**IMPORTANT INFORMATION** – Please read and sign the following disclaimer

* Murrindindi Shire Council reserves the right to withhold access to data at their discretion.
* Murrindindi Shire Council provides this data with the understanding by the customer that it is not guaranteed to be accurate, complete or correct.
* The data supplied is to the best of Council’s understanding to be correct, however no guarantee is provided by Murrindindi Shire Council and no liability is accepted for any loss or damage resulting from the customer using or drawing conclusions from such information.
* The data is current at the time of issue and may change without notice or further notification to you.
* The data can only be used for the purposes / reason as completed on this form. The data is not to be sold, copied or modified without written consent of Murrindindi Shire Council.
* Title boundaries are indicative only. Not to be used for fencing or surveying purposes.

I understand and agree to the above conditions under which the data I have requested is released

|  |  |
| --- | --- |
| **Name:** | **Date:** |
| **Signature:** | |

**Fee & Payment Methods**

**Required fee - $39.00**

Cash/Eftpos Cheque Credit Card

**Cash or Eftpos** – cash or eftpos payments accompanying an application can be made in person at any of our 3 Council offices (Alexandra, Kinglake & Yea)

**Cheque** – Cheques accompanying an application can be delivered in person to any of Council’s offices, or by post to the attention of the Planning Unit, Murrindindi Shire Council, PO Box 138 ALEXANDRA VIC 3714.

**Credit Card** – Payment by credit card will incur a 0.75% merchant fee. Credit card payments can be taken over the counter at any of our offices, or alternatively if you have nominated this method of payment and are unable to attend an office, then an officer will contact you by phone to take the details securely.

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**Lodgement Methods**

|  |  |
| --- | --- |
| **By Mail:**  Planning Unit  Murrindindi Shire Council  PO Box 138  ALEXANDRA VIC 3714 | **In Person:**  Alexandra Office:  28 Perkins Street, Alexandra  Kinglake Office:  19 Whittlesea-Kinglake Road, Kinglake  Yea Office:  Civic Centre, Semi Circle, Yea |
| **By Email:** [planning@murrindindi.vic.gov.au](mailto:planning@murrindindi.vic.gov.au) |
| **Phone:** (03) 5772 0317 |