

# Building Services

## Request for Copy of Building Plans

In order to request a copy of building plans, please complete the following details:

Property Address:

Lot No:

House No:

Street:

Suburb

Owner:

Name of Person Making Request:

Daytime Contact Phone Number:

Email:

Signature:

Date:

Comments: *(specific requests etc.)*

**Search Fee – non refundable - \$100.00**

**Additional charges may apply for multiple structures and for printing**

**Please note:** If you are not the owner of the property, the reverse side of this form must be completed by the current owner. If not the current owner, a letter authorising the Shire of Murray to release the plans, signed by the current owner of the property, must be provided.

***(Please note, a copy of an offer and acceptance is not adequate.)***

***Requests for plans may take up to 7 days - you will be contacted when the plans are available.***

**IMPORTANT:** Please email this form to [pandsadmin@murray.wa.gov.au](mailto:pandsadmin@murray.wa.gov.au)

