

# REQUEST FOR ADJOINING LAND OWNER NAME AND ADDRESS FOR A FENCING PURPOSE



Please allow up to 5-10 working days for processing

**HEPBURN SHIRE COUNCIL**  
PO Box 21  
DAYLESFORD VIC 3460  
Phone: (03) 5321 2306  
Email: [shire@hepburn.vic.gov.au](mailto:shire@hepburn.vic.gov.au)  
[www.hepburn.vic.gov.au](http://www.hepburn.vic.gov.au)

Name	_____
Date of Birth:	_____
Postal Add:	_____
Phone:	BH: _____ MOB: _____

Do you wish for this to be registered as your postal address?      Yes      No

I/WE \_\_\_\_\_  
(Name of Registered Property Owner)

**BEING THE OWNER OF:**

Lot: \_\_\_\_\_ Plan: \_\_\_\_\_ Street No: \_\_\_\_\_

Street, Road, Etc: \_\_\_\_\_

Town / Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_

**Request the ownership details of the adjoining properties listed below**

I/We declare the information provided to us will be used solely to facilitate a specific fencing matter, will not be retained, copied or disseminated for unrelated purposes and will be kept secure. I have been informed of the Privacy and Data Protection Act (2014) and the privacy principles as defined in the Act. The Privacy and Data Protection Act (2014) can be viewed at [www.privacy.vic.gov.au](http://www.privacy.vic.gov.au) The Information Privacy Principles can be seen over the page.

\_\_\_\_\_ (Signature Of Property Owner)      \_\_\_\_\_ (Date)

**ADJOINING PROPERTIES:** (PLEASE TICK REQUIRED PROPERTIES)

Right:      Lot/Street No: \_\_\_\_\_ Street, Road Name \_\_\_\_\_

Left:      Lot/Street No: \_\_\_\_\_ Street, Road Name \_\_\_\_\_

Rear:      Lot/Street No: \_\_\_\_\_ Street, Road Name \_\_\_\_\_

**ADDITIONAL PROPERTIES:**

\_\_\_\_\_

\_\_\_\_\_

**Preferred Method of Delivery:** (please tick option)

Post (Postal Address Above)

E-Mail Please Print (PDF Format): \_\_\_\_\_

### **Information Privacy Principles**

Victoria's Privacy and Data Protection Act 2014 contains 10 Information Privacy Principles or IPP's

- Principle 1 - Collection
- Principle 2 – Use and Disclosure
- Principle 3 – Data Quality
- Principle 4 – Data Security
- Principle 5 - Openness
- Principle 6 – Access and Correction
- Principle 7 – Unique Identifiers
- Principle 8 - Anonymity
- Principle 9 – Transborder Data Flows
- Principle 10 - Sensitive Information

Council's Privacy Officer can be contacted on 5321 6450 if you have any further enquiries of Council's policy and procedure in relation to the Privacy and Data Protection Act