



Section 296 of the *Planning and Development Act 2007* states that a **lessee** may apply to the Planning and Land Authority for a certificate of compliance. In applying for the certificate, please ensure that all provisions of your Crown lease have been complied with. A copy of the certificate of occupancy and use **must** be provided at the time of lodgement of this application.

Lease Details *Please Print*

Block	<input type="text"/>		
Section	<input type="text"/>	Unit (if applicable)	<input type="text"/>
Suburb	<input type="text"/>		
District	<input type="text"/>		
Street Address	<input type="text"/>		

Applicant Details *Please Print*

Surname	<input type="text"/>	First Name	<input type="text"/>
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone Number Business Hours	<input type="text"/>	Mobile	<input type="text"/>
EMAIL ADDRESS	<input type="text"/>		

Lessee (Property Owners) Details *Please Print*

1st Lessee's Details

Surname	<input type="text"/>	First Name	<input type="text"/>
Postal Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone Number Business Hours	<input type="text"/>	Mobile	<input type="text"/>
EMAIL ADDRESS	<input type="text"/>		

2nd Lessee's Details

Surname First Name

Postal Address

Suburb State Postcode

Phone Number Business Hours Mobile

EMAIL ADDRESS

All lessees must sign authorising the lodgement of this application. In doing so the lessee gives authority to the applicant to negotiate any dealings in relation to the application through to its determination. If there are more than two lessees please ensure that the details and authorisation are attached to the application.

Applicant and Lessee Declaration

I/we declare that all the information given on this form and its attachments is true and correct.

If signing on behalf of a company, organisation or Government agency:-

I/we the undersigned, declare I/we have the appropriate delegation or authority to sign on behalf of the company, organisation or Government agency.

Applicant Signature (s) Date

1st Lessee's Signature Date

2nd Lessee's Signature Date

All lessees must sign authorising the lodgement of this application. In doing so the lessee gives authority to the applicant to negotiate any dealings in relation to the application through to its determination. If there are more than two lessees please ensure that the details and authorisation are attached to the application.

Privacy Notice

The personal information on this form is being collected to enable processing of your application. Collection of personal information is authorised by Chapters 7, 8 and 9 of the *Planning and Development Act 2007*. The information that you provide may be disclosed to the ACT Revenue Office and the Registrar-General's Office. The information may be accessed by other government agencies, ACTEWAGL, ACTEW Corporation and other commercial organisations interested in development and building information.

Contact Details:

Environment and Sustainable Development Directorate
Customer Service Centre
GPO Box 1908, Canberra City 2601
16 Challis Street, Dickson ACT 2602
Business Hours: 8.30am to 4.30pm weekdays (excluding Public Holidays)
Phone: (02) 6207 1923 Fax: (02) 6207 1925 TTY: (02) 6207 2622
Email: actpla.customer.services@act.gov.au Website: www.actpla.act.gov.au

Office Use Only

Date lodged ----/----/---- C of O provided Lessee Details Checked (TARQUIN)

Receiving officer: _____