



## Request for Copy of Building Plans

Property Details:		
Lot No.	Unit No.	House No. *
Street Name: *		Suburb:*
Owner Name(s):*		
Contact No:*	(M)	(H)
Email Address:*		
Applicant Details:		
Name:*		
Email Address:*		
Postal Address:*		
Contact No:*		
Are you the Owner of the Property?*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<i>If No, the reverse side of this form must be completed by the current owner or a letter authorising the Shire of Murray to release the plans, signed by the current owner of the property, must be provided.</i>		

\*Mandatory

Please contact the Shire's Building Department on 9531 7605 to check prior to submitting this request if structures are prior to 1990. Or if you have a request for specific information relating to a building permit approval.

Building Plans – Schedule of Fees & Charges 2026/2027		
Building Permits – Digital Copy (Architectural and septic plans if available)	\$120 (up to 3 permits per property and \$10 additional building permit(s) – to be advised by email)	<input type="checkbox"/>
Site plan Only – Digital Copy	\$50	<input type="checkbox"/>
Swimming Pool Compliance Report Only – Digital Copy	\$50	<input type="checkbox"/>

- I hereby accept that fees are per property and are **non-refundable**.
- I understand that as the applicant if I am not the owner of the property, the current owners written authorisation is required. A copy of an Offer and Acceptance is not adequate.
- All permits requested will be emailed to the email address provided within 10 working days, once payment has been received.

**I have read and understand the above terms and conditions.  
I am the Owner of the Property (or) Owner consent has been provided.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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



**Owner's Authorisation to Release a  
Copy of Building Plans**

The current owner(s) of the property to complete the following, authorising the Shire of Murray to release a copy of the building plans for their property:

I/we \_\_\_\_\_

as the current owner(s) of the property in question, hereby authorise the Shire of Murray to provide any copy of building plans to:

\_\_\_\_\_

Signature of Owner(s) \_\_\_\_\_ Date: \_\_\_\_\_

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