

APPLICATION TO BUILD OVER A DRAIN/EASEMENT VESTED IN MELBOURNE WATER

Melbourne Water requires all proposals involving building over/in the vicinity of Melbourne Water assets to be submitted for approval. Please note that further conditions including fees will be applicable upon formal submission and approval by Melbourne Water.

PLEASE CONTACT ASSET SERVICES FOR CURRENT FEES AND REQUIREMENTS

1) * I/We
 of..... Contact Telephone No.....
 Registered Company Number (if any)
 being the *owner(s)/occupier(s) of the land described below, **HEREBY REQUEST** consent to construct the structure described on this application form, over/in the vicinity of a drain/easement vested in Melbourne Water, subject to any conditions applicable.
 Signature of owner(s)/occupier(s) Date

Note : *If this land is owned by a company then insert the company name, registered number and address of registered office.*

2) **DESCRIPTION OF LAND**

Crown Allotment No..... Lot No..... LP.....
 House No..... *Street/Road

Suburb

Situated on # side of..... * Street/Road

Title Particulars

Volume Folio

Please provide a copy of the Certificate of Title

3) **DETAILS OF PROPOSED STRUCTURE**

What does the proposal consist of? (Tick as applicable)

Carport	<input type="checkbox"/>	Fencing	<input type="checkbox"/>
Hardstand Area	<input type="checkbox"/>	Construction of new dwelling(s)	<input type="checkbox"/>
Landscaping	<input type="checkbox"/>	Extension of existing dwelling	<input type="checkbox"/>
Any other structure	<input type="checkbox"/>	Details.....	

4) **BUILD OVER AGREEMENT**

A buildover agreement may be required to be entered into between the owner and Melbourne Water. Further details will be provided upon assessment of the proposal by Melbourne Water.

5) **PRELIMINARY PLANS TO BE SUBMITTED TO MELBOURNE WATER**

Melbourne Water requires plans showing the following details to be submitted with this application form (additional information may be necessary):

- Proposed and existing structures, showing the offset/location from easement and Melbourne Water's Main Drain.
- Details of landscaping, including location and types of plants.
- Any proposed service crossing of the main drain and the stormwater drainage system.
- Footing details.
- Detailed plans of the development including any driveways, landscaping, fencing etc.
- Any standard drawing accompanying this application form.

Please note, separate approval may need to be attained from other Authorities, Private Owners that may be affected by the works necessary. Once all details are finalised, all documentation is to be submitted to Melbourne Water for approval. **Please note: Submission does not guarantee approval by Melbourne Water. However, if approved, further detailed conditions will be applicable. Please allow 28 day turnaround for process.**

INTERNET (up to \$10,000)
 Rather than forward payment by mail, save time and bank charges and pay by credit card at www.melbournewater.com.au by selecting **online payments**.

CHEQUE
 Make your cheque payable to *Melbourne Water*.
Note: cheque should be crossed "Not Negotiable".

CASH
 Payment can be made at **100 Wellington Parade East Melb**, weekdays between 8.30am and 5.30pm. Payment should be accompanied with this form. *Note: do not send cash in the mail.*

CREDIT CARD
 Fill in valid credit card details below, complete this form and forward by post to the above address, or fax to **9235 1531**.

Please charge my credit card: Bankcard MasterCard Visa

Card No: / / /

Cardholders Name: _____ Expiry Date: /

Cardholders Signature: _____

OFFICE USE ONLY:			
Buildover Fee	\$	A10053 (Centre)	1280 (Acc. No.)

