

# Section 603 Certificate Application Form

Applicant	
Company or Family Name:	
Given Names:	
Address:	Postcode:
Postal Address:	Postcode:
Contact Numbers (office hours) : Home/ Work:	
Mobile:	
Collection details: <b>(tick one only)</b>	<input type="checkbox"/> Certificate/s to be mailed to the postal address <input type="checkbox"/> Will pick up from Council's Wakeley Administration Centre, 86 Avoca Road, Wakeley
Applicant Signature:	Date:

Property description			
Owner:			
House / unit no.	Lot:	Section:	DP / SP:
Street:			
Suburb:			
Parcel number/s (office use only):			

Certificate Type Please Tick	Fee 2021/2022	
<b>Rates Certificate</b>		
<input type="checkbox"/> <b>Section 603 Local Government Act 1993 -</b>  Information as to outstanding rates and charges that are payable at the time the Certificate is issued by the Council. Processed within 3 to 5 working days	<input type="checkbox"/> \$85.00	Code 2 \$85.00
<input type="checkbox"/> <b>Copy of a Section 603 Certificate</b>	<input type="checkbox"/> \$17.00	Code 2 \$17.00
<input type="checkbox"/> <b>Urgent request</b>	<input type="checkbox"/> \$40.00	Code 6 \$40.00
<b>Note:</b> An additional \$40.00 is required for an urgent request. Urgent requests will be processed within two (2) working days of receipt of application.		

**Fairfield City Council Use Only**

**Receipting information**

Property No.

Customer Service  
Officer

Assessment No.

Date

Receipt No.

Time

Total Fees \$

**Processing information**

Certificate Number

Processing Officer

Date

Reviewing Officer

Date

Signed copy

Date

Posted by

Date

Pick up call by

Date