



If you need help lodging your form, contact us		Office use only		
Email	council@northernbeaches.nsw.gov.au	Form ID	4000	
Phone	1300 434 434	TRIM Ref	C000902	
Customer Service Centres	Manly Townhall, 1 Belgrave Street Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099	Last Updated	24 November 2017
	Mona Vale 1 Park Street Mona Vale NSW 2103	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107	Business Unit	Parks and Recreation
			Application No.	<input type="text"/>
			Receipt No.	<input type="text"/>

Privacy Protection Notice	
Purpose of collection:	For Council to provide services to the community
Intended recipients:	Northern Beaches Council staff
Supply:	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction:	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Applicant Details

1.1 APPLICANT DETAILS	
Applicant name	<input type="text"/>
Landowner(s) name	<input type="text"/>

1.2 ADDRESS OF PROPERTY WHERE TREE(S) LOCATED		
Address	<input type="text"/>	
Suburb	<input type="text"/>	Postcode <input type="text"/>
Title details (Lot/DP as shown on rates notice)	<input type="text"/>	

1.3 INSPECTION FEES (NON-REFUNDABLE)		
1 Tree	\$150	
Additional fee per tree for pruning/removal	\$45 x number of additional trees =	
On site appointment	\$85	Total <input type="text"/>

Part 2: Site Plan and Details

Please provide sufficient details to locate tree(s) including labeling the tree(s) numerically on the plan. It is recommended that you tie a marker to tree(s) once this application has been lodged.

Reason for application and outline of proposed work	

Sketch
<div style="text-align: right; vertical-align: middle; border-left: 1px solid black; padding-left: 5px;">Street Frontage</div>

TREE AND SITE INFORMATION		
Is the tree(s) on private property? <i>(This application is only for trees on private property.)</i>	Yes	No
Is there a dog on the property?	Yes	No
Special arrangements required for site access	Yes	No
If yes, please provide details		
Is there a current development application lodged for this property? <i>(Tree removal as part of a separate development application is assessed under that application and this application may not be required).</i>	Yes	No
<ul style="list-style-type: none"> • Please note trees will not be assessed under this application process for complying development. • Applications for removal of significant trees will require an arborist's report by an independent qualified arborist. Please attach to this application. • Significant trees include local endemic trees, habitat trees, heritage listed trees or trees of large amenity and visual significance. • Replacement trees may be a condition of approval of this application. 		
Please list any supporting documents attached to your application eg. engineer's report or arborist report.		

THIS PAGE IS NOT TO BE MADE AVAILABLE ON COUNCIL'S WEBSITE

Part 3: Owner's Consent

3.1 PLEASE SIGN

This section must be signed by owners of the tree(s). If the tree(s) are located on a neighbour's property or on the boundary this part must be signed by the all parties

I/we consent to the lodgment of this application and permit authorised Council personnel to enter the site for the purpose of inspections.
I/we understand that the applicant of this application will be the main contact for Council and that all correspondence will be made with the applicant.

Owner(s) name	
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Owner(s) signature(s)	
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- Note:**
- If the property has recently been purchased, written confirmation from the Purchaser's Solicitor must be provided.
 - If contracts have been exchanged for purchase of the land, the current owner is to sign the form.
 - If signed on behalf of a Company, the seal must be stamped over the signature where a seal is required OR provided on Company letterhead
 - The consent of the strata body corporate is required for applications affecting common property.
 - Final determination will not be provided until all owners consent is received

3.2 APPLICANT/OWNER DISCLOSURE

Is the applicant or the owner(s) of the property a staff member; contractor, or the spouse, partner or relation of someone who is a staff member; contractor, of Northern Beaches Council?	Yes	No
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If yes, please name relevant staff member; councillor; contractor:	
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3.3 DISCLOSURE OF POLITICAL DONATIONS AND GIFTS

	I/we declare that we have provided no gifts to any Northern Beaches Council employee in the last two (2) years. I/We also declare that no person with a financial interest in this application has made any such political donation or gift.
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	I/we declare making a gift to a Northern Beaches Council employee within the last two (2) years. A completed form is attached.
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Note: For more information about your obligations please refer to the Department of Planning website www.planning.nsw.gov.au under Development Assessments/Donation and gift disclosure.

Political Donations and Gift Disclosure Statements can be obtained from northernbeaches.nsw.gov.au

Part 4: Applicant Details

It is important that we are able to contact you if we need more information. Please give us as much detail possible

Title	Mr	Mrs	Ms	Other
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Full name (no initials)	
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Company	
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Postal address We will post all letters to this address		Postcode	
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Contact number	Alternate contact
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Email	
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Part 5: Public Information

- Details provided on this form and documents provided will be made public both at Councils Office and via Application Tracking on Councils website.
- Details provided with your application are required under the Environmental Planning and Assessment Act and Environmental Planning and Regulation 2000 (see Part 1 of Schedule 1).
- Your information becomes part of a public register related to this purpose.
- The information will be kept by Council and will be disposed of in accordance with the Local Government Disposal Authority.
- You are entitled to review your personal information at any time by contacting Council.
- This information may be accessed by members of the public under the Government Information (Public Access) Act 2009 (NSW).
- Privacy Statement

Part 6: Applicant Declaration

I declare:

- all of the particulars and information supplied in connection with this application are correct and recognise that the application together with all supporting documents and plans will be made available to the public including availability through Council's internet site.

I understand that a false declaration may result in the refusal of this application.

Name			
Signature		Date	

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ACCORDING TO PROCEDURES**

Credit Card Details		
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa <input type="radio"/> American Express
Amount	\$	

Name as appears on card	
Card Number	
Expiry Date	

Signature	
Daytime Phone Number	
Date	

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only													
Application No.													

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