

Request for Adjoining Property Owner Details

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE

The information on this form is being collected by Shellharbour City Council for the purpose of processing your request for access to Council's information. Your personal information will be used by Council staff for the purpose of responding to your request and confirming your identity. This completed form will be stored on Council's electronic records management system. You may apply to Council to access and correct this information. Please see Council's [Privacy Management Plan](#) or contact Council's Privacy Officer on 4221 6111 for more information.

ABOUT THIS FORM: Please complete this form to apply for adjoining property owner details. If you need help in filling out this form, please contact Council on 4221 6111 or email council@shellharbour.nsw.gov.au

Section 1: APPLICANT DETAILS		
Title:	Given Name:	Family Name:
Postal Address:		
Email Address:		
Phone Number:		
Property Address:		

Section 2: INFORMATION REQUESTED
Property Address:
For the purpose of:

Shellharbour City Council takes the privacy of individuals seriously and will not release personal information without permission. By signing the below, you consent to your details being released to the above mentioned owners of the property, should they wish to discuss the matter.

Section 3: APPLICANTS CONSENT		
I confirm that I am the owner of the property address listed under 'applicant details' and hereby give my consent for Shellharbour City Council to release my email address and phone number to the above mentioned property.		
Name:	Signature:	Date:

Please note: This is a one-off gesture of goodwill. Shellharbour City Council will contact you to advise once your details have been passed on to the adjoining property owners and Council is unable to assist if the owner does not respond and will have no further involvement in relation to this matter.

You could also try one of the following options:

- Speak to the neighbour or place a letter in the letterbox (if available);
- Do a title search through [Land Registry Services](#).

For further information, please visit the [NSW Community & Justice](#) website.