



Notice to Surrender a Development Application

(Clause 97 of Environmental Planning and Assessment Regulation 2000)

10 Graham Place, CASINO
19-25 Woodburn Street, EVANS HEAD
Locked Bag 10, CASINO, NSW, 2470
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council@richmondvalley.nsw.gov.au

DA No _____

Date Lodged _____

Land No _____

(Environmental Planning and Assessment Act 1979 (As Amended))

1. Applicant (the applicant is the name(s) or company on the Development Application form)

Council will post reply to this address

Family Name (or Company)

Given name(s)

Postal Address.....

.....Postcode.....

Telephone – Business.....Mobile.....Private.....

Email Address.....Fax.....

2. Land

Development Application Number

Description of consent

No..... Street/Road.....

Locality

Lot No..... Sec..... Deposited/Strata/ Plan No.....

The information is obtainable from your Application

3. Owner(s) Consent

Council will post reply to this address

Family Name (or Company)

Given name(s)

Postal Address.....

.....Postcode.....

Telephone – Business.....Mobile.....Private.....

Email Address.....Fax.....

Signature (s)

OWNER'S CONSENT

WHERE THE OWNER IS A COMPANY

If the owner of the land is a company, the company must sign as the owner. Section 127 of the Corporations Act 2001 details how a company may execute a document. This outlines the following requirements:

A Company may execute a document without using a common seal if they document is signed by:

- two (2) directors of the company; or
- a director and a company secretary of the company; or
- for a proprietary company that has a sole director who is also the sole company secretary - that director.

Where the owner of the land is a company, and owner's consent is provided on documentation accompanying the form, Council requests that the names and positions held (e.g. Company Director) by those signing the form are clearly printed adjacent to the relevant signature(s).

WHERE THE OWNER IS IDENTIFIED AS A BODY CORPORATE

Where the owner is identified as a Body corporate, the following is required:

- Body Corporate Seal; and
- A letter of consent signed by the Chairperson and Secretary.

or

- Body Corporate Seal;

and

- Body Corporate resolution consenting to the proposal (i.e. minutes of meeting where proposal was adopted); and
- two (2) signatures, one of which must be the Chairperson.

or

- a signed letter of consent from each lot owner covered by the Body Corporate.

WHERE THE LAND IS IDENTIFIED AS CROWN LAND

If the land is Crown land, an authorised officer of the Department of Land and Water Conservation must sign the application.