



Shire of  
**Bridgetown-Greenbushes**

*The heart and soul of the South West*

**2025-26 REQUEST FORM**  
**COPY OF PLANS OR RELATED INFORMATION**

Copies of building, planning &/or septic plans held by the Shire of Bridgetown-Greenbushes are made available to the property owner(s). To obtain a copy of your plans, please complete this form and lodge it with the required fee (\$70.35).

***Please note: Officers will make every effort to locate the requested plans however regardless of whether or not the plans are located, the fee is non-refundable. Plans held by the Shire are not for public information and will not be released to a third party unless authorized in writing by the owner.***

**Property Details:**

Lot/Location No:

Phone No.

Street Name:

Locality:

Plans Required: Please tick appropriate boxes for the plans requested:

Floor Plan  Elevations  Site Plan  Septic/Plumbing Plan  
 Development Application Approval

**Personal Details:**

Name:

Postal Address:

Email Address:

**Please complete one of the following Statements**

1. I confirm that I am the owner of the above property and request that the plans be made available to me pursuant to Regulation 12(2) of the *Building Regulations 1989*.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Note – If you are not the owner, the owner will need to complete and sign the following Statement**

2. I hereby certify that I, \_\_\_\_\_ am the owner of the above property and give permission to the applicant to inspect or obtain a copy of the building plans for the property listed above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please indicate if you wish to receive the documents via post

Please indicate if you wish to receive a digital copy of documents via email

\*\*\*\*\*

**\* Office Use Only:**

Date Received: \_\_\_\_\_ Receipt No.: \_\_\_\_\_ Plans Provided: Yes / No If Yes, Date released to Applicant \_\_\_\_\_