

# ILLEGAL WORK FORM



REQUEST FOR PRELIMINARY ADVICE  
Building Act 1993 Building Regulations 2006

To Drew Wadsworth Municipal Building Surveyor/Private Building Surveyor

\* Whom is hereby appointed (Section 78) by the undersigned and no other Building Surveyor has already been appointed.

**FROM OWNER / AGENT (Name):** .....

Postal Address ..... Postcode .....

Tel: ..... Email: .....

**OWNERSHIP DETAILS:**

Owner of Land: .....

Postal Address ..... Postcode .....

Tel: ..... Email: .....

**PROPERTY DETAILS:**

Number ..... Street/Road ..... City/Suburb/Town ..... Postcode .....

Lot/s ..... LP/PS ..... Volume ..... Folio .....

Crown allotment ..... Section ..... Parish ..... County .....

Municipal district ..... Allotment area (sq m) .....

Is the land owned by the Crown or a public authority?

**NATURE OF BUILDING WORK:**

Construction of a new building  Extension to an existing building

Alterations to an existing building  Change of use of an existing building

Demolition of a building  Re-erection of a building

How many stories

Removal of a building  Other - Give Details

Proposed use of building .....

Composite aluminium external cladding? .....

\* Tick if applicable or give other description

**DESCRIPTION OF ILLEGAL BUILDING WORKS:** As alleged by: ..... Council

**DETAILS OF NOTICES OR ORDERS – Please supply when paying deposit.**

Description e.g. Verbal/letter/notice/order	Date	Number	Expiry Date

Signature of owner or agent: ..... Date: .....

Simply lodge this completed form, any Council correspondence, plans, specifications and fees at:  
ProAct, PO Box 365, Mitcham 3132. Mob: 0418 586 575. Email: [dwadsworth@proactconsult.com.au](mailto:dwadsworth@proactconsult.com.au).

If our consultancy proceeds, please read, sign, and return our Cost Agreement, together with this completed  
Illegal works form to enable our work to begin.