Internet Submission Process - Customers	
Applications can be lodged using the Asset Protection webpage on the Council Website: [Asset Protection Permits | Greater Dandenong Council](#) Click "Apply for Asset Protection Permit" and follow the link.	**How to apply for a Asset Protection Permit** In order to obtain a permit, you are required to complete a Asset Protection Permit application. **Apply for Asset Protection Permit** Note: • You will be required to have a $10 million public liability insurance during the period of works and be valid to the end of the works. • Demolition and New Dwelling permits can be on the one application form, only one bond will apply, the larger of the two but two fees will apply. • The property owner/the builder or the demolisher can apply. • A pre-commencement report is not required as Council will conduct an inspection prior and after works.
Select the "Application type" (Click on the graphic) 1. Demolition Only 2. Construction Only 3. Demolition **and** Construction Note: For Demolition and Construction applications, only the larger of the two bonds will apply though both fees will be payable. Refer to webpage for charges. [Asset Protection Permits | Greater Dandenong Council](#)	Select application type DEMOLITION ONLY CONSTRUCTION ONLY DEMOLITION & CONSTRUCTION
Select the "Development type" (Click on the graphic) 1. Residential 2. Commercial 3. Industrial	Select development type RESIDENTIAL COMMERCIAL INDUSTRIAL
Select the "Scope of works" (Click on the graphic) 1. Minor Works (must be of a value less than $50,000) 2. Single Dwelling (new build or works associated with a single dwelling eg. Renovation/pool etc) 3. Multi-Unit (New build or works on more than one dwelling) – Multi Unit will call another set of graphics for "Number of Units" – Select 2-5 **or** 6 or more.	Select scope of work MINOR WORKS LESS THAN $50,000 SINGLE DWELLING MULTI-UNIT

Select the "Type of Lot" (Click on the graphic) 1. Corner Lot – Where the Lot/Property is bounded by two roads. 2. Single Frontage – Where the Lot/Property is only fronting a single road.	 Select type of lot CORNER LOT SINGLE FRONTAGE LOT
Click the "Submit" button at the bottom of the images. Submit	Select application type DEMOLITION ONLY CONSTRUCTION ONLY DEMOLITION & CONSTRUCTION Select development type RESIDENTIAL COMMERCIAL INDUSTRIAL Select scope of work MINOR WORKS (LESS THAN $50,000) SINGLE DWELLING MULTI-UNIT Select type of lot CORNER LOT SINGLE FRONTAGE LOT Submit
In the EProperty interface: It is mandatory to: • Read and understand the Terms and Conditions before continuing with the application. • Be aware of the fees and bonds associated with their application BEFORE proceeding through the application process. They are available on the Asset Protection Permit webpage Asset Protection Permits | Greater Dandenong Council Please contact the Asset Protection team if there are any queries. Mandatory requirements of applying for permit are noted with *	To complete this application you will need: • Certificate(s) of Currency for $10 Million builder and/or demolisher public liability insurance. • To provide all required details about the works you are undertaking. • To review and acknowledge the applicable fee and bond amounts - Read them here. • To make a credit card payment at the end of the submission process for the applicable fee and bond. • To read and understand the associated Terms and conditions for this application - Read them here A copy of Councils Privacy and Personal Information Policy is available on Council's website at www.Greaterdandenong.vic.gov.au
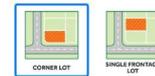
Please complete 'Project Details' with as much information as possible. Lack of detail may result in permit delays.	**Application Description** Note: Fields with an asterisk (*) are mandatory. Project Details* Demolition of old dwelling and construction of new single dwelling
Infill relevant Public liability insurance number(s) and expiry date(s) as noted on insurance certificate. Input the proposed Start Date for works. Input the Estimated Cost of works in whole AUD$	**Application Information** Builders Public Liability No.* AWH23590C10 Builders Insurance Expiry* 23/07/2025 Demo Public Liability No.* Q90021HX24 Demo Insurance Expiry* 17/04/2025 Proposed Start Date* 01/09/2024 Estimated Cost $* $1,200,000
Read and acknowledge the Declaration by selecting 'Yes' from the drop down and click Next.	**Declaration** I declare that: • I am the applicant; • all information in this application is true and accurate to the best of my knowledge; • the owner (if not myself) has been notified of the application; • I have read and understood the Terms and Conditions and application guidelines of the permit I am applying for. I agree to contact all appropriate authorities to establish the location of all services which may be affected by the proposed work. I accept full responsibility for any event which may occur as a direct result of these works. I Declare the information provided is Accurate* Yes Clear ✕ Next ▶

Search for the Property using a fast search or entering separate Property Address elements. Select the Search button relevant to the search criteria that was input.	
Results of matching properties appear below the search box. Only one property can be selected. Select 'Next' once the relevant property has been selected.	
Enter the delivery email address (this will be used for permit issue and future correspondence). This email has no association with the email that the applicant enters later for applicant or payment options. Select 'Next'	
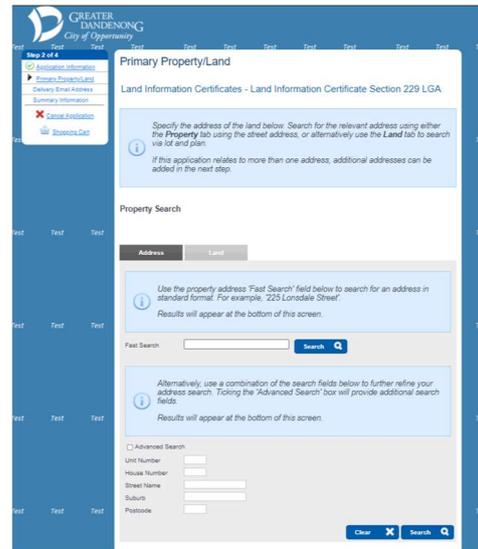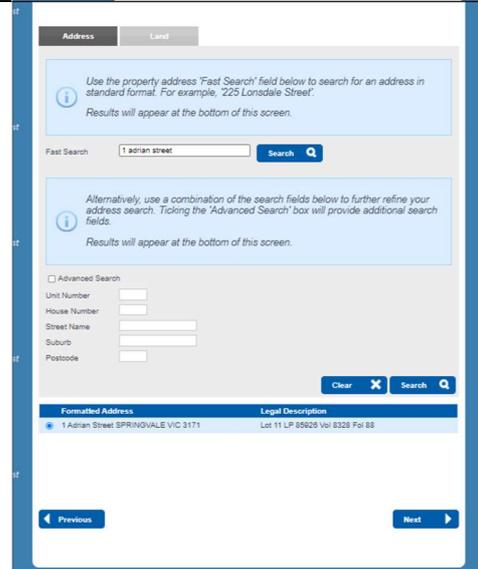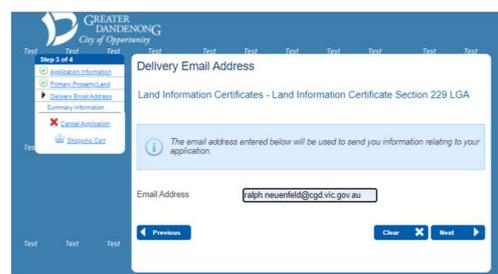
If required, enter the Builder's details including at least one phone number. Select 'Next' to continue	**Builder** Asset Protection Permit - Const and Demo - Commercial - SL (i) *Please provide the Builders Details. At least one phone number needs to be entered.* Please select applicable ⦿ Person ○ Business Given Names* Greg Family Name* Jones Postal Address* 11 Jones Road Suburb/Locality* Dandenong Postcode* 3199 Home Phone 0410123456 Work Phone Mobile Phone Email Address Gregjones@hotmail.com ◀ Previous Clear ✕ Next ▶
If required, enter the Demolisher's details including at least one phone number. Select 'Next' to continue	**Demolisher** Asset Protection Permit - Const and Demo - Commercial - SL (i) *Please provide the Demolishers Details. At least one phone number needs to be entered.* **Recently Used Names:** |	Given Names	Name
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Select	Greg	Jones	 or Provide new name details Please select applicable ⦿ Person ○ Business Given Names* Jim Family Name* Smith Postal Address* 23 Smith Street Suburb/Locality* Dandenong Postcode* 3199 Home Phone Work Phone Mobile Phone 0499123654 Email Address JimS@gmail.com ◀ Previous Clear ✕ Next ▶

Summary screen is displayed with details entered for verification. Applicable permit fee is also displayed. Select 'Continue'	**Summary Information** ⓘ A summary of your application is shown below. Click the **Continue** button to add your application to your shopping cart. **Application Information** Project Details* Demolition of old dwelling and construction of new single dwelling Builders Public Liability No.* AWH23590C10 Demo Public Liability No.* Q90021HX24 I Declare the information provided is Accurate* Yes Proposed Start Date* 1/09/2024 Builders Insurance Expiry* 23/07/2025 Demo Insurance Expiry* 17/04/2025 Estimated Cost 1,200,000.00 **Primary Property/Land** Address 1 Annabella Court DANDENONG NORTH VIC 3175 **Builder** Given Names Greg Family Name Jones Postal Address 11 Jones Road Suburb/Locality Dandenong Postcode 3199 Home Phone 0410123456 Email Address Gregjones@hotmail.com **Demolisher** Given Names Jim Family Name Smith Postal Address 23 Smith Street Suburb/Locality Dandenong Postcode 3199 Mobile Phone 0499123654 Email Address JimS@gmail.com Amount Due $7,108.00 Continue ▶
Shopping Cart is displayed. Ensure the application is checked "Take to Checkout" Select 'Proceed'	**Shopping Cart** ⓘ To process an item in your shopping cart select it using the Take to Checkout box and click the Proceed button. Items can be removed or edited before proceeding. **Shopping Cart Retrieval** To retrieve existing shopping cart items from a saved shopping cart, enter the unique reference number that you received when saving your shopping cart and click the Search button. Reference No [ ] Search 🔍 **Shopping Cart** | Type	Description	Amount	Remove	Take to Checkout
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Application	Asset Protection Permit - Const and Demo - Commercial - SL 1 Annabella Court DANDENONG NORTH VIC 3175	$7,108.00	✗	☑	 Remove All Check All / Uncheck All Save Cart 💾 Proceed ▶

Payment Summary Screen is displayed. Enter details of Applicant. These will be replicated across applications if there are more than one in the 'Shopping Cart'. Infill all mandatory fields including at least one phone number. An error will appear if a phone number is not entered. **Review that the total amount due aligns with the fee(s) and bond associated with the category of application – Refer to [Asset Protection Permits	Greater Dandenong Council](#)** Select 'Complete'	**Payment Summary** The name details entered below will be recorded as the Applicant (person or business) for the application. ⓘ Fields marked with an asterisk (*) are mandatory. At least one contact phone number must be entered. **Applicant Details** Recently Used Names: |	Given Names	Name
---	---	---
Select	Greg	Jones
Select	Jim	Smith | Please select applicable ⦿ Person ◯ Business Given Names* John Family Name* Smith Postal Address* 1 Smith Street Suburb/Locality* Dandenong Postcode* 3199 **Contact Details** Email Address* JohnJSmith@gmail.com *At least one contact phone number must be entered** Home Phone 0394052844 Work Phone Mobile Phone **Purchase Details** | Type	Description	Amount
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Application	Asset Protection Permit - Const and Demo - Commercial - SL	$7,108.00	 **Totals** Amount Due $7,108.00 ◀ Previous Complete ✔
Enter secure Credit Card/Debit Card payment details. Confirm by checking 'I am Human' and select 'Pay'	**Make a BPOINT Payment** **You are paying** DEMONSTRATIO 4783 **Biller Code** 2034411 - Online Payment **Payment No** 229609 **Reference No.** 229964 **Amount** AUD 7,108.00 **Accepted Cards** [Mastercard] [VISA] **Card number** **Expiry date** **CVN** ❶ MM YY NEXT ❯ **Review Details** ✕ You are Paying DEMONSTRATIO 4783 Biller Code 2034411 - Online Payment Payment No 229609 Reference No. 229964 Amount AUD 7,108.00 Card Number 444433...111 Expiry Date 12/27 ☑ I am human hCaptcha Privacy - Terms ❮ BACK PAY ❯

You will then be redirected back to Eproperty with a Payment confirmation screen if the transaction was successful. **Please send payment receipt to designated email by selecting 'Send as Email'.**	**Payment Confirmation** ⓘ You have successfully completed the checkout process. Please print a copy of the information on this page for future reference or enquiries. **Applicant Details** Given Names — John Name — Smith Address Detail — 1 Smith Street Locality Name — Dandenong Postcode — 3199 Home Phone — 0394052844 Work Phone Mobile Phone Email Address — JohnJSmith@gmail.com **Transaction Details** Transaction Date — 21-Jun-2024 Payment Reference — 229964 Transaction Amount — $7,108.00 **Charge Details** (see table below) **Email Address Details** Email Address* — JohnJSmith@gmail.com [Send as Email ✉] [Print 🖨]
You will receive an 'Acknowledgement letter' to supplied email following payment. Note: Email may take 5-10mins to receive. Permit will be issued within 10 business days.	council@cgd.vic.gov.au To ● Emma Gillbee ⓘ Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message. 📄 Veh Xing Ref. VCPPreAckn 5742395.PDF ⌄ 420 KB Thank you for submitting an application for a Vehicle Crossing Permit Council will endeavour to respond to your request within 10 working days. Once the permit has been approved, a copy of the permit will be emailed to you. If you have any enquiries, please contact Civil Development on 8571 5391 and quote the Reference above. 🖼

Charge Details

Reference	Details	Charge Description	Charge	Charge Tax	Charge Total
APP24/0045	Asset Protection Permit - Const and Demo - Commercial - SL 1 Annabella Court DANDENONG NORTH VIC 3175				
		Asset Protection Commercial Fee	$976.00	$0.00	$976.00
		Asset Protection Demolition - Single Lot Bond	$5,500.00	$0.00	$5,500.00
		Asset Protection Single Residential/Demolition Fee	$632.00	$0.00	$632.00
		Sub Total			$7,108.00
		Credit Card Surcharge	$0.00	$0.00	$0.00
		Total			$7,108.00