

## APPLICATION TO REGISTER A SWIMMING POOL OR SPA

### Ownership Details

**Name of Owner** of the Land (*the property*) on which the swimming pool or spa is located:

**Contact Person:**

**Postal Address:**

**Telephone No:** \_\_\_\_\_ **Mobile No:** \_\_\_\_\_

**Email Address:**

### Property Details

**Street No:** \_\_\_\_\_ **Street/Road:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_ **Postcode:** \_\_\_\_\_

**Municipal District:** **City of Greater Dandenong**

### Fees

Registration Fee	<b>\$36.10</b>
Information Search Fee ( <i>fee is applicable if building permit and certificate of final inspection/occupancy permit documentation is not provided</i> )	<b>\$53.60</b>

### Type of Swimming Pool or Spa (*please tick*)

Permanent Swimming Pool

☐

Permanent Spa

☐

Relocatable Swimming Pool

☐

Relocatable Spa

☐

For permanent swimming pools and spas,  
the approximate date that the swimming pool  
or spa was constructed:

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*(please provide copies of any relevant building permit and a occupancy permit/certificate of final inspection if available and/or any other information or documentation that provides evidence of when the swimming pool or spa was constructed)*

For relocatable swimming pools and  
relocatable spas, the date that the relocatable  
swimming pool or relocatable spa was erected:

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Is there any other building work that has altered  
or resulted in changes to the barrier since the  
swimming pool or spa was constructed or erected:

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*(if yes, please provide details and copies of any relevant building permit or other documentation)*

### Signature

**Signature of Applicant:**




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**Date:**

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### Register Application











1.  **Email:** [buildingservices@cgd.vic.gov.au](mailto:buildingservices@cgd.vic.gov.au)
2.  **Mail**  
Post completed form with **cheque** to:  
City of Greater Dandenong  
PO BOX 200, Dandenong VIC 3175
3.  **In Person:** Visit a City of Greater Dandenong customer service centre and hand in the completed form.  
**Dandenong:** 225 Lonsdale Street, Dandenong  
**Springvale:** 5 Hillcrest Grove, Springvale  
**Parkmore:** Shop A7, Parkmore Shopping Centre  
Cheltenham Road Keysborough

### Payment

**Tax Invoice emailed after application has been registered**

4.  **Online Credit Card Payment – (MasterCard or Visa)**
  - ▼ Go to: [www.greaterdandenong.vic.gov.au](http://www.greaterdandenong.vic.gov.au)
  - ▼ [Building Services](#)
  - ▼ **Pay online**
  - ▼ Enter your **invoice number** and follow the prompts to make payment.

We respect your privacy. We will not sell or give away your personal information, unless required by law. Occasionally, we may use your details for our own research purposes or to let you know about other Council information. If you want to see your personal data, modify your details, or if you receive information from us you do not want in the future please contact Council on 8571 1000.

 Phone <b>8571 1000</b>  Fax <b>8571 5196</b>  <a href="mailto:council@cgd.vic.gov.au">council@cgd.vic.gov.au</a>	 <b>NATIONAL RELAY SERVICE</b> TTY: 133 677 Speak and listen: 1300 555 727 Internet: <a href="http://www.iprelay.com.au">www.iprelay.com.au</a>  TIS: 13 14 50	Find us online  <a href="http://greaterdandenong.com">greaterdandenong.com</a>    
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