

Property Search/Special Water Meter Reading Application 2025/26

Purpose of Form: This form will be used to process your request for a property search and/or a special water meter read. Council will only commence action required upon **full payment**. * Refer to table overleaf for other searches available.

Applicant's Name:			Office Use Only	
Postal Address:				
Email:		Phone No:		
Owner/Vendor Name:				
Owner/Vendor Postal Address:				
Purchaser:				
Application Date:		Your Reference:		
Site Details: A Separate application form and relevant fee is required for each individual lot				
Street Address:				
Lot/Plan:		Office Use Only - Prop No:		
Response Method: Tick one (1) method only	<input type="checkbox"/> Email <input type="checkbox"/> Mail (Allowance must be made for postage delays).			

APPLICATION FEES

Special Water Meter Readings - \$20.00 non-refundable administration fee applies if water is not connected. Please phone Customer Service on 1300 79 49 29 before ordering your search or visit mapping.frasercoast.qld.gov.au

Tick ONE selection only:

1. ☐ **COMBINED URGENT PROPERTY SEARCH & SPECIAL WATER METER READING** \$560.00*
(Information provided 3 working days after date of receipt of application)
2. ☐ **URGENT PROPERTY SEARCH ONLY** \$460.00*
(Information provided 3 working days after date of receipt of application)
3. ☐ **COMBINED PROPERTY SEARCH & SPECIAL WATER METER READING** \$450.00*
(Information provided in 5-10 working days after date of receipt of application)
4. ☐ **PROPERTY SEARCH ONLY** \$350.00*
(Information provided in 5-10 working days after date of receipt of application)
5. ☐ **SPECIAL WATER METER READING ONLY** \$100.00
(Information provided in 5-10 working days after date of receipt of application)

Office Use Only

Water Connected?	<input type="checkbox"/> Y <input type="checkbox"/> N	If no - use option 1b, 3b or 5b only		Application Number:		
Date:		Initials:		Amount:		Receipt No:

Privacy Notice: In using this form you are providing personal information such as name and contact details. This information will be used only for the purpose stated above and will only be accessed by persons who have been authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009*. Docs #4057598

Additional Searches: Please refer to the below for separate searches:

TRADE WASTE SEARCH – Refer Trade Waste Compliance Inspection / Search	www.frasercoast.qld.gov.au/forms
BUILDING & PLUMBING – Refer Building / Plumbing Search Application	www.frasercoast.qld.gov.au/forms
PLANNING & DEVELOPMENT – Refer Planning & Development Certificate	www.frasercoast.qld.gov.au/planning-development-certificates
FLOODING – Refer Property Flood Search Application	www.frasercoast.qld.gov.au/forms
COMPLIANCE SEARCH – Refer Regulatory Compliance Search Application	www.frasercoast.qld.gov.au/forms
MAPPING INFORMATION Easements / Covenants / Main Roads Limited Access / Location of Water and Sewerage Mains / Water Meter Connections	https://mapping.frasercoast.qld.gov.au

Property Search/Special Water Meter Reading Application

*The Property Search Fee includes an \$80.00 Ownership transfer registration fee. LG Reg 2012 s162 and LGA 2009 s97 (2) (b). Should the property transfer not take place, a refund of the \$80.00 Ownership transfer registration fee only can be requested for refund. If you require additional information please contact Customer Service on 1300 79 49 29

Property Search includes:	<ul style="list-style-type: none"> Property Address and Property Description (Lot & Plan) Current Registered Owner/s Land Area (ha) The Department of Natural Resources Mines and Energy unimproved valuation Rates and Charges on the Land <ul style="list-style-type: none"> Total of any outstanding rates and charges Current Financial Year rates and charges, including applicable issue periods, payments received and interest charged or accrued on the property account Pensioner Concessions Water and Sewerage Infrastructure availability and connections Special Water Meter Reading (if connected, requested and payment received) (\$20.00 non-refundable administration fee is applicable if water is not connected) Debt Recovery Action Deferred Infrastructure Charges Other Property Information including <ul style="list-style-type: none"> Future rates and charges on the property Charges to rates and charges on the property Regulatory Licences Bulk assessment details Welfare and rate exemptions Overgrown and noxious weeds present and any applicable charges Combined house drains
Special Water Meter Reading (only) includes	<ul style="list-style-type: none"> Property Address and Property Description (Lot & Plan) Special Water Meter Reading (\$20.00 non-refundable administration fee is applicable if water is not connected).

Please note this search does NOT contain:

- Planning, Building and Plumbing Notes & Requisitions, Zoning or Development information or Flooding information
- Further information and full details regarding all Council searches available for purchase, can be found on Council's website or by contacting 1300 79 49 29.

Disclaimer

The information and/or material provided in any requested search is given without acceptance of responsibility for its accuracy. Fraser Coast Regional Council (and its officer, servants and agents) contract and agree to supply the information only on that basis. Neither the Council nor any officer, servant or agent of the Council shall be liable for any loss or damage incurred or suffered by any person relying on such information in any circumstances whatsoever whether in contract or in tort (including as a consequence of negligence or otherwise). It should be carefully noted that the land and its improvements, if any, have not been inspected by Council for the purpose of supplying such information and consequently, such information is given on that understanding. Any person or his agent seeking to verify such information may inspect personally such of Council's records as are of a public nature on payment of the prescribed fee.

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