**Request for the preparation of a Section 173 & Section 121 Agreement   
Assets within the road reserve**

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| **Applicant details** | |
| Full name |  |
| Postaladdress |  |
|  |  |
| Phone |  |
| Email |  |

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| **The land**  **Property 1: Particulars of land pipe or underpass will come from** | | | | | | | | |
| Lot |  | | Plan | |  | Crown allotment | |  |
| Volume number | | |  | | Folio number |  | | |
| Street number | | |  | | Street name |  | | |
| Town | |  | | | | | Postcode |  |
| Are you the Landowner? | | | | □ Yes □ No \*If no, legal authorisation from the landowner is required.  Copy of legal authorisation document attached:  □ Easement; or  □ Water Connections Agreement | | | | |
| Additional comments | | | | | | | | |
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| **The land**  **Property 2: Particulars of land pipe or underpass will run to** | | | | | | | | | | |
| Lot |  | | Plan | |  | | | Crown allotment | |  |
| Volume number | | |  | | | Folio number |  | | | |
| Street number | | |  | | | Street name |  | | | |
| Town | |  | | | | | | | Postcode |  |
| Are you the Landowner? | | | | □ Yes □ No \*If no, legal authorisation from the landowner is required.  Copy of legal authorisation document attached:  □ Easement; or  □ Water Connections Agreement | | | | | | |
| Additional comments | | | | | | | | | | |
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| **Description and location of asset in road reserve** | |
| **Describe asset in road (tick)** | □ Pipe – stock & domestic □ Pipe – irrigation □ Cattle underpass  □ Other (describe) |
| **Road name** |  |
| **Distance and direction from nearest intersecting road** |  |

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| **Insurance details** | □ Copy of Public Liability Insurance Certificate of Currency attached  Policy must name Council as an interested party and cover the asset in road, and works during and after completion, for minimum of $10 million cover. |
| **Heritage overlays** | Is the land affected by an Aboriginal Heritage overlay? □ Yes □ No  If yes, a Due Diligence Report or Cultural Heritage Management Plan is required. Please refer to the Aboriginal Victoria website at [www.aboriginalvictoria.vic.gov.au](http://www.aboriginalvictoria.vic.gov.au) for further information and to obtain contact details for an approved Heritage Advisor.  □ Copy of Due Diligence Report or Cultural Heritage Management Plan attached |

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| **Owner’s declaration** | | | |
| As owner/s of the land I/We authorise Campaspe Shire Council to instruct council’s solicitor, Dawes & Vary Riordan, to prepare the Section 173 & 121 Agreement required for assets within the road reserve.  When prepared we require the Agreement to be sent to:  at  We also understand that we will receive an invoice from Dawes & Vary Riordan for the full cost of the preparation of the Agreement in due course and undertake to pay these costs in accordance with the requirements of the Works Within a Roads Reserve Permit. | | | |
| **Privacy Disclosure Statement** | | | |
| The information contained in this document is collected to progress my application. This information may be disclosed to third parties if deemed necessary. The information used in this form will be used in accordance with the *Privacy and Data Protection Act* 2014 (Victoria). To view council’s privacy policy please go to Privacy and Data Protection Policy 81 at [www.campaspe.vic.gov.au](http://www.campaspe.vic.gov.au) or visit council’s office to view a copy of the policy. | | | |
| **Signature:** |  | **Date**: |  |
| **Print name:** |  | | |