

(SD-FO-236) SUBMISSION OF AN ANNUAL FIRE SAFETY STATEMENT

PPIA DISCLAIMER – The personal information provided on this form is collected by *Griffith City Council* for the purposes of processing this application by Council employees and other authorized persons. This form will be stored within Council's record management system and may be available for public access and/or disclosure under various NSW Government legislation.

Part 1: Applicant's Details

Title: ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other _____
 Family name (or company): _____
 Given names (or ACN): _____
 Postal address: _____ Postcode: _____
 Phone: (w) _____ (h) _____ (m) _____ Fax _____
 Contact person: _____ E-mail: _____
 Signature of Applicant _____ Date ____/____/____

Part 2: Location Details

Unit No _____ Street No _____ Street _____ Town _____
 Lot(s) _____ Section _____ DP/ SP _____
 Name of business occupying premises: _____

Part 3: Landowner's Detail

Is the Applicant the Landowner ☐ Yes (if Yes, proceed to Part 4)
☐ No (if No, please complete the following)
 Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other _____
 Family name (or company): _____
 Given names (or ACN): _____
 Postal address: _____ Postcode: _____
 Phone: (w) _____ (h) _____ (m) _____ Fax: _____
 Contact person: _____ E-mail: _____
 Signature(s) of Landowner(s) _____ Date ____/____/____
 _____ Date ____/____/____

Part 4: Does this relate to a Development Application

Application No: ____/____/____ Determined: ____/____/____

Part 5: Checklist

Have you provided the following in conjunction with this form? *Please tick appropriate box*

	YES	NO
ENCLOSED THE CURRENT FIRE SAFETY CERTIFICATE		
➤ Prepared by a suitably qualified person (eg. A fire services installer) in accordance with the provisions of the Environmental Planning & Assessment Regulation 2000	<input type="checkbox"/>	<input type="checkbox"/>
A COPY MUST BE SUBMITTED TO FIRE & RESCUE NSW		
➤ Have you emailed a copy to afss@fire.nsw.gov.au	<input type="checkbox"/>	<input type="checkbox"/>
HAVE YOU PROMINENTLY DISPLAYED A COPY IN YOUR BUILDING	<input type="checkbox"/>	<input type="checkbox"/>

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Lodgement of Application

Hours of Lodgement:

Monday to Friday: 8:15am – 4:00pm

Fees:

Fees are payable on lodgement as per Council's current Revenue Policy. Quotations are available by contacting Council's Customer Service Centre on (02) 6962 8100.

Payment methods:

Payment can be made by cash, cheque, EFTPOS or Credit Card. Cheques are to be made payable to 'Griffith City Council'.

Acknowledgement:

A Tax Invoice/receipt specifying the type and amount of fees paid will be issued at the time of lodgement.

Postal address:

The General Manager
Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Courier or Personal Delivery:

Customer Service Centre
Ground Floor
Griffith City Council Administration Building
1 Benerembah Street
GRIFFITH NSW 2680

How to contact us:

Phone: (02) 6962 8100

Fax: (02) 6962 7161

E-mail: admin@griffith.nsw.gov.au

Web: www.griffith.nsw.gov.au