



# AMEND AN ONSITE WASTEWATER MANAGEMENT SYSTEM PERMIT

## OVERVIEW

Please use this form to apply to amend an onsite wastewater permit e.g. a permit to install or alter an onsite wastewater management system that has been issued by the City of Casey (systems designed to handle a daily flow rate of 5000L or less).

If your system is designed to handle a higher flow rate, contact EPA Victoria on 1300 372 842.

## APPLICATION FEE

**Amend an Onsite Wastewater Management System Permit:** 10.38 Fee Units.

Council's Environmental Health team will send you an invoice once assessment of your application form is complete.

APPLICANT DETAILS	
Is the applicant the property owner or an agent of the owner?	
<input type="checkbox"/> Property Owner	<input type="checkbox"/> Agent of Owner
Surname:	First Name:
Postal address:	
Suburb:	Postcode:
Mobile:	Telephone:
Email:	

The property owner must complete the below authorisation if they are not the applicant.

PROPERTY OWNER DETAILS	
Surname:	First Name:
Postal address:	
Suburb:	Postcode:
Mobile:	Telephone:

### Contact the City of Casey:

**Web:** casey.vic.gov.au  
**Email:** caseycc@casey.vic.gov.au  
**Phone:** 03 9705 5200  
**Post:** PO Box 1000, Narre Warren VIC 3805  
**NRS:** 133 677 (for the deaf, hearing or speech impaired)

### Customer Service Centres:

**Narre Warren:** Bunjil Place, Patrick Northeast Drive  
**Cranbourne:** Cranbourne Park Shopping Centre  
**ABN:** 43 320 295 742



**AMEND AN ONSITE WASTEWATER MANAGEMENT SYSTEM PERMIT**

Email:	
I hereby authorise (insert applicant's name) _____ to apply to amend permit number _____	
Signature of property owner	

**PERMIT DETAILS**

Permit Number:	
Street address:	
Suburb:	Postcode:
<p><b>Provide details of the proposed amendment/s below and attach a copy of any amended system plan to this form.</b> Note: depending on the nature of the amendments, you may be requested to provide further information.</p>	

**DECLARATION**

<p><b>I understand and acknowledge that:</b></p> <ul style="list-style-type: none"> <li>• The information provided in this application is true and complete to the best of my knowledge.</li> <li>• This application forms a legal document, and penalties exist for providing false or misleading information.</li> <li>• I am over 18 years of age at the time of completing this application.</li> </ul>	
<input type="checkbox"/>	By marking this checkbox and signing below, I confirm that I have read and understood all the statements above.
Applicant signature	
Print name	
Authority (if on behalf of a company)	
Date	



## LODGEMENT

Submit your completed form to us.



**EMAIL:**  
[caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)



**IN PERSON:**

**Bunjil Place Customer Service**  
2 Patrick Northeast Drive, Narre Warren



**MAIL:**  
City of Casey  
PO Box 1000,  
Narre Warren, VIC 3805

**Cranbourne Customer Service**  
Shop 156, Cranbourne Park Shopping Centre,  
South Gippsland Highway, Cranbourne

*Please refer to the City of Casey website for opening hours*

## PRIVACY STATEMENT

City of Casey is committed to protecting your privacy. Your personal information will be handled in accordance with the *Privacy and Data Protection Act 2014*. All personal information collected by the City of Casey will only be used for the purpose outlined within our Privacy Policy. Council's Privacy Policy is available from our website [www.casey.vic.gov.au](http://www.casey.vic.gov.au) and all Council Customer Service Centres. For further information about how Council manages and uses your personal information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website [www.casey.vic.gov.au](http://www.casey.vic.gov.au) or by calling on **9705 5200**.