



CASSOWARY COAST REGIONAL COUNCIL

PO Box 887

INNISFAIL QLD 4860

Ph: 1300 763 903

Email: enquiries@cassowarycoast.qld.gov.au

As-constructed Drainage Plan Search Request Form – 2025/2026

PLEASE CAREFULLY READ THE FOLLOWING BEFORE PROCEEDING WITH THIS SEARCH

Council makes no guarantee that every property has a plan on file, therefore plans are ordered at your own discretion.

This search fee is non-refundable and must be paid prior to the search being conducted.

PLEASE ALLOW FIVE BUSINESS DAYS.

Cassowary Coast Regional Council is collecting your personal information in accordance with the Information Privacy Act 2009 (Qld), and other applicable laws. Your information is being collected for the purpose of processing your application and/or responding to your enquiry. It may be used by authorised Council officers and disclosed to other agencies or third parties where required or permitted by law. Providing this information is voluntary; however, if you do not supply the requested information, Council may be unable to provide the requested service. You have the right to access and amend your personal information held by Council, subject to legal constraints. For more information, please view Council's Privacy Policy on Council's website www.cassowarycoast.qld.gov.au

Applicant details

Note: the applicant is the person responsible for making the application. The applicant is responsible for ensuring the information provided on all Cassowary Coast Regional Council application forms is correct. Any approval that may be issued as a consequence of this application will be issued to the applicant. The applicant may be, for example, the driver of extraordinary traffic on a local government road.

Applicant's name:	Title	First name	Surname
Applicant's phone:			
Applicant's email:			
Contact number/s:			
Postal address:			

Site Details

Property address:		
Property description: (lot and plan)	Lot No.	Plan No.
Name of owner of property if not the applicant: (e.g. company)		

Applicant's Declaration

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By making this declaration, I declare that all information in this application is true and correct.

Note: It is unlawful to provide false or misleading information.

Payment options

In person	As of 1 July 2022, Cassowary Coast Regional Council will no longer accept payments by cash or cheque at Customer Service Centres, and other Council run facilities. You can pay via EFTPOS at the Customer Service Centres between 8:30am to 4:30pm Monday, Tuesday, Thursday & Friday; and 9:30am to 4:30pm on Wednesdays (excluding public holidays).
Over the phone	<input type="checkbox"/> Please tick if you would like to pay by credit card and an officer will call you to take payment after your application form is received.
By BPay	<input type="checkbox"/> Please tick if you would like an invoice to be emailed so you can pay by BPay.

OFFICE USE

Application ID	Cashier Initials	Fee	Date	Receipt Number
CAC / _____		\$35.00		