



## SECTION 603 CERTIFICATE APPLICATION

**Maitland City Council**  
 PO BOX 220 Maitland NSW 2320  
 Phone: 4934 9700 Fax: 4933 3209

**Customer Information:**

- A 603 Certificate is used to calculate the balance of rates on a property for settlement purposes. The fee will be \$60
- If an Urgent 603 Certificate is required, the fee will be \$120.

Please provide the following information in order that we may process your certificate as quickly as possible.

| APPLICANT DETAILS: |        | OWNER DETAILS: |
|--------------------|--------|----------------|
| Name               |        | Name           |
| Address            |        | Address        |
|                    |        |                |
| Ph No              | Fax No | Ref:           |

### PROPERTY DESCRIPTION

|                   |   |        |
|-------------------|---|--------|
| No                | Street  | Suburb |
| Lot No            | DP  |        |
| Assessment Number | Nature of Property (Vacant Land, House, Units, etc) | Area   |

**Privacy Statement:** Maitland City Council complies with the Privacy Code of Practice for Local Government in dealing with all personal information that is required to be supplied when an applicant completes this application. However, some of the personal information which is set out in this form will become part of the public record which Council is required to keep pursuant to the Local Government and Environmental Planning and Assessment Acts. This information may be divulged to others in accordance with the provisions of those Acts. Furthermore, Council may be required to divulge some personal information pursuant to the Freedom of Information Act

**OFFICE USE ONLY:**

| Certificate No | Date Paid | Receipt No | Amount |
|----------------|-----------|------------|--------|
|                |           |            |        |