

# Application for on-site sewerage facility service agent registration

Economy, Planning & Environment  
Engineering and Environmental Assessment  
City Development

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Please use BLOCK LETTERS and complete all details in full

## Privacy statement

Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the *Information Privacy Act (Qld) 2009* and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to [cityofgoldcoast.com.au/privacy](http://cityofgoldcoast.com.au/privacy)

Council may also use your personal information in order to contact you to provide you with information regarding Council functions and services. If you do not wish to receive such information please opt out using the unsubscribe link in the communication material sent to you.

**Agent details - I hereby apply for service agent registration within the City of Gold Coast region authorising me to carry out service and maintenance on private on-site sewerage facilities within the City of Gold Coast area.**

Business name		ABN	
Postal address			
Primary phone		Alternative phone	
Facsimile		Email	
Service agents name			
Postal address			
Primary phone		Alternative phone	
Facsimile		Email	

## Qualifications & acknowledgement

Please attach copies of your qualifications in relation to installation and servicing of private on-site sewerage facilities is as follows:  
**(Note: minimum requirement is domestic wastewater treatment plant maintenance licences – Plumbing Industry Council)**

## Declaration

I acknowledge and agree that:

1. It is a condition of every registration that:

- 1.1 All work carried out in relation to the installation, servicing and maintenance of private on-site sewerage facilities must be carried out so as to comply with all relevant requirements of Council's standard conditions permit (of which I have received a copy) and any other conditions imposed on any specific approval;
- 1.2 I must comply with all directions or requisitions given to me by an authorised officer of the Council requiring rectification or modification work I have carried out which does not accord with the requirements of the *Plumbing & Drainage Act 2018* or the manufacturer's specifications for installation or maintenance (if any) of which is otherwise necessary to be done to ensure the safe and effective operation of the plant;

2. If I breach the above conditions or any other conditions imposed on a registration issued to me, the registration may be cancelled.

Signature		Date	
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## Fees

	Amount
Annual registration fee per service agent	\$113.00
These fees are in accordance with <i>Council's regulatory fees and non-regulatory charges</i> . A copy of these fees and charges can be found on Council's website	

## Payment Options

Business partner account (BP)

Business partner name	Business partner number
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Cheque or credit card at any of Council's branch offices. For branch office locations and operating hours, please refer to Council's website.

Please be advised that payment by credit card will incur a surcharge.

Cheque or money order may be posted to Council's post office box address as above. Please ensure that you provide adequate reference details or attachments to allow the cheque to be appropriately receipted.

## Office use only

Date received		Fee paid	
Received by		Receipt number	
Business partner name		Account number	
Business partner number		System code	(if applicable)