



5 Lawrence Street, BEAUFORT VIC 3373
ABN 94 924 356 468

PROPERTY INFORMATION – FENCING PURPOSES

☎ 1300 797 363
✉ pyrenees@pyrenees.vic.gov.au
🌐 pyrenees.vic.gov.au

The Fences Act 1968 allows for any person desiring to compel any other person to construct or contribute to the construction of a dividing fence may serve a notice to fence on the other person. This may require the use of personal property information to serve the notice.

To enable Council to provide the required personal property information, a written request must be made and must indicate the address, if known, of the neighboring property/s for which the fence costs are to be shared. If the request is by a fencing contractor, the contractor must also provide the name and address for whom they are acting.

Applicants Information

Name: _____
Mailing Address: _____
Phone: _____ Email: _____

Registered Property Owner Requesting Information

As Above
Name: _____
Mailing Address: _____
Phone: _____ Email: _____

Neighboring Property

View from the road looking at the property:

- Right Lot/Street # _____ Street/Road Name _____
- Left Lot/Street # _____ Street/Road Name _____
- Rear Lot/Street # _____ Street/Road Name _____
- Other*** Lot/Street # _____ Street/Road Name _____

*** Please provide a diagram below, showing the location of your property with identifying Road Names and clearly indicating which neighboring property/s you require contact information for. Further information, including Lot and Plan descriptions can be found at <https://mapshare.vic.gov.au/mapsharevic/>

Diagram of property and adjoining property/s that information is required for:

Acknowledgement

I/We agree and understand that, by signing this application, I/We have read and understood the Information Privacy Principles from the Privacy and Data Protection Act 2014, which are summarised on this form.

I/We assure Council that the information which will be provided under this request will be:

- Used in accordance with the notification requirements of The Fences Act 1968; and
- Used solely to facilitate the specific fencing matter and that the information will not be retained, copied or disseminated for unrelated purposes and will be kept secure.

Applicant's Signature _____ Date _____ / _____ / _____

Applicant's Name _____

Information Privacy Principles in Brief

IPP1	Collection	Only necessary personal information will be collected to perform Council functions.
IPP2	Use & Disclosure	The use and disclosure of personal information will only be used for the primary purpose for which it was collected or a related purpose that would reasonably be expected. Use for some specified secondary purposes without consent is permitted (i.e. required by law or other legislation). Otherwise consent must be requested.
IPP3	Data Quality	Reasonable steps must be taken to make sure all personal information is kept accurate, complete and up to date.
IPP4	Data Security	Reasonable steps must be taken to protect personal information from misuse, loss, unauthorised access, modification or disclosure.
IPP5	Openness	Moorabool Shire Council's Privacy Policy is available at all Council offices or can be accessed from the website www.moorabool.vic.gov.au
IPP6	Access & Correction	Individuals have a right to seek access to their personal information and make corrections.
IPP7	Unique Identifiers	Unique identifiers are those assigned by other organisations (i.e. tax file number) and will not be used by Council.
IPP8	Anonymity	Customers/clients have the option of not identifying themselves but should be advised that the service they are requesting may not be able to be delivered.
IPP9	Transborder Data Flows	This principle protects privacy of personal information if it is required to be sent to a third party outside of Victoria or overseas.
IPP10	Sensitive Information	Includes information or opinions about an individual's: political opinions; religious or philosophical beliefs; sexual preferences or practices; membership of professional associations, trade unions or political groups; racial or ethnic origin; or criminal record.

The Pyrenees Shire Council considers that the responsible handling of personal information is a key aspect of democratic governance and is strongly committed to protecting an individual's right to privacy. Council will comply with the Information Privacy Principles as set out in the Information Privacy and Data Protection Act 2014. The personal information required on this form will only be used by Council for the purpose of Council business. The information will not be disclosed to any other party unless Council is required to do so by law. You can view and change the information by contacting Customer Service on 1300 PYRENEES (1300 797 363) during business hours.