

Transferral of Landscape Bond Refund Recipient



T 9249 4000
 W brimbank.vic.gov.au
 E info@brimbank.vic.gov.au
 PO BOX 70
 Sunshine Victoria 3020
 301 Hampshire Road
 Sunshine

Landscape bond receipt details	
Date: ____/____/20____	Receipt No. _____
Amount: \$ _____	

Address of the subject site	Planning Permit no.

Who is the landscape bond currently registered to?
Organisation (if applicable): _____ Title: _____ First Name: _____ Surname: _____ Postal Address: No.: _____ Street: _____ Suburb: _____ State: _____ P/code: _____ B/H) Ph: _____ Email: _____

Who is the landscape bond to be transferred to?
Organisation (if applicable): _____ Title: _____ First Name: _____ Surname: _____ Postal Address: No.: _____ Street: _____ Suburb: _____ State: _____ P/code: _____ B/H) Ph: _____ Email: _____

Land covered by this transfer
<input type="checkbox"/> Same as existing <input type="checkbox"/> Portion of existing (Please provide the address and attach a site plan) Address: _____

Reasons why the transferral is required

Amount of bond to be transferred	\$

Authorisation of transfer (must be signed by both parties)	
I authorise registration of the above landscape bond at this property to be transferred out of my name.	Person currently in register of landscape bond: Date: ____ / ____ / ____
I authorise registration of the above landscape bond at this property to be transferred into my name.	Person whom registration of landscape bond is to be transferred to: Date: ____ / ____ / ____

Important Information



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This form is provided for the purpose of recording the transferral of a landscape bond between private parties. Council keeps a register of properties and individuals against which a landscape bond is held to ensure compliance with conditions issued with a Planning Permit for that property.

The responsibility for landscaping resides with the owner of the land to which the Planning Permit is issued.

On occasion ownership is changed for a property prior to the completion of landscaping conditions and return of the landscape bond. This notification of transferral of a bond is provided to ensure that Council has an accurate record of whom the bond is being held against so that it can be returned to the correct person once all of the landscaping conditions have been met.

Council will not return any landscape bond amount until all of the landscape conditions of the Permit have been met. Transfer of the actual landscape bond amount prior to this must be organised between the private parties involved.




Landscape bond receipt details

- Provide a copy of your landscape bond receipt.

Land covered by this transfer

- Indicate with a tick if the land covered by this transfer is either the same as the existing or only a portion of the existing (for example, one unit of a set of 4).
- If responsibility for landscaping is being transferred for only a portion of the land covered by the bond then you must provide the address particulars and attach a copy of the approved landscape plan clearly showing the boundaries of the land and their measurements for which the responsibility and landscape bond is to be transferred.

Lodgement Options

By Email  Email	info@brimbank.vic.gov.au
By Mail 	City Planning PO Box 70 Sunshine Vic 3020
In Person 	Brimbank Community and Civic Centre 301 Hampshire Road, Sunshine Monday-Friday 8:45am – 5:00pm