

Administration Building: 180 Mort Street Lithgow
Postal Address: PO Box 19 Lithgow NSW 2790
Phone: (02) 63549999
Email: council@lithgow.nsw.gov.au
Web: www.lithgow.nsw.gov.au
ABN: 59 986 092 492



Return of Property
Section 30 Public Spaces (Unattended Property) Act 2021

Please complete all sections and when completed please submit this form to Council.

NOTE:

1. Use this form to apply for the return of property taken possession of by Council, excluding the release of impounded companion animals.
2. This notice is to be accompanied by the fee(s) determined by Lithgow City Council as per Council's Fees and Charges.
3. Council will not release any item until all fines and fees are paid in full.

Applicant Details:

Owner – If the owner is a company, the ACN and company seal must be stamped here. All owners must give consent.

Full Name (or company name): _____

Address: _____

Phone Number: _____ Email: _____

Owners Agent – If the owner is a company, then the company must nominate an agent to collect the article(s).

Full Name (or company name): _____

Address: _____

Phone Number: _____ Email: _____

Description of Property:

Please provide a detailed description of each article you are claiming.

Declaration and Signature:

Owners Declaration:

I the person/corporation whose details appear above, of the abovementioned address in the state of New South Wales do solemnly and sincerely declare that I am the owner of those articles as detailed by myself in the "Description of Property" above.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the provision of the *Oaths Act of 1900*.

Subscribed and declared before me:

Justice of the Peace: _____

Date: _____

Signature of JP: _____

Signature of Owner: _____

Owners Agent Declaration:

I, as the declared owner of those articles detailed by myself in the "Description of Property" above and whose signature appears below, nominate the person identified on page 1 as my agent for the purposes of my application (Agent must sign below).

Agents Signature: _____

Date: _____

Owners Signature: _____

Date: _____

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE

By completion of this form, you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council's business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.

<u>OFFICE USE ONLY</u>	
DATE RECEIVED: _____ / _____ / _____	RECEIPT NO.: _____
RECEIVED BY: _____	AMOUNT PAID: _____
RECEIPTED BY: _____	COST ACCOUNT: _____
SIGNATURE: _____	
NOTES: _____	

Maintained By Dept:	ENV	Effective Date:	Review Date:
Version:	2	July 2023	July 2026