

Logan Planning Scheme 2015

ExpressSeal Plan Sealing

Formal Request Form

A Formal ExpressSeal Request will not be accepted without having first lodged a Preliminary ExpressSeal Request.

1 Document Submission Record

Preliminary Express Seal Request Number: SP/_____/20____ Council File Number: _____

Description of documents:	Document Type:	CD	Paper Documents	Yes (✓)
Original A3 size hardcopy survey plan signed by the registered owner/s				
Original Transfer documentation signed by the registered owner/s				
Original Council easement documentation signed by the registered owner/s				
Original Surrender of Easement documentation signed by the registered owner/s (if applicable)				
Original Form 18 General Request signed by the registered owner/s (if applicable)				
Original Covenant documentation signed by the registered owner/s				
Copy of Private easement documentation (fully executed)				
Completed Compliance Report for Development Approval/s (reports are optional for Operational Works)				
Other supporting documentation as required by Council's Preliminary Express Seal Response				

All information is required to be submitted electronically by emailing DAPlanSealing@logan.qld.gov.au (each file not to exceed 5MB). No hard copies will be accepted with the exception of documents as listed above.

2 Accredited Representative's Declaration and Submitter Details

By checking this box I/we:

- Declare that this Express Seal Request and any accompanying documentation are in accordance with the terms of the Express Seal Accreditation Process and take full responsibility for the content of the documentation.
- certify that all relevant Operational Works approvals are complete, on maintenance or bonded in accordance with Council's Bonding Policy;
- certify that all required actions have been completed, documentation provided and all payments made as per the Council's Preliminary Express Seal Response; Accredited

Accredited Representative's Signature: _____

Date: _____

Accredited Representative's Name: _____

Contact Number: _____

Submitter's Signature: _____

Date: _____

Time: _____

Submitter's Name: _____

Contact Number: _____

Return of endorsed documents:	Yes (✓)
Applicant will collect from Council's Planning, Plumbing & building Counter	
Council to Express Post to Applicant's Postal Address	
Applicant hereby provides authority for a third party to collect: Name: _____ Contact Number: _____ Email: _____	
Council to send to (A. Beenleigh) or (B. Jimboomba) for Applicant collection	A. B.
Applicant will arrange a Courier to collect at their cost	

PLEASE NOTE: Logan City Council is collecting your business details for development application purposes only. Logan City Council will use this information to process the application of your proposed development and this information will only be accessed by employees of Logan City Council for Council related business activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.