



BUILDING COMPLIANCE SERVICE REQUEST

Please provide as much information as possible on this Service Request form regarding your query, and return it to the City by any of the following methods:

POST: **Building Services**
City of Cockburn
PO Box 1215
Bibra Lake DC WA 6965

FAX: **(08) 9411 3333**
Email:
buildingcompliance@cockburn.wa.gov.au

IN PERSON: **City of Cockburn Administration Building**
9 Coleville Crescent
SPEARWOOD WA 6163

TYPE OF COMPLIANCE ISSUE (please tick where applicable)

Dangerous or Unsafe Buildings	<input type="checkbox"/>	Ancillary Accommodation	<input type="checkbox"/>
Retaining Walls	<input type="checkbox"/>	Sheds/Patios	<input type="checkbox"/>
Swimming Pool / Spa / Fence	<input type="checkbox"/>	Adverse effect due to building works	<input type="checkbox"/>
Alteration in ground levels	<input type="checkbox"/>	Departure from approved plans	<input type="checkbox"/>
Demolition	<input type="checkbox"/>	Stormwater	<input type="checkbox"/>
Commercial Building	<input type="checkbox"/>	Miscellaneous/Other	<input type="checkbox"/>

YOUR CONTACT DETAILS

Given Name: _____ Surname: _____

Address: _____

Suburb: _____ Postcode: _____

Email Address: _____

Telephone: (H) _____ Mob: _____

PROPERTY RELATING TO YOUR ENQUIRY

Address: _____

Suburb: _____ Postcode: _____

Details of your enquiry and how the matter affects you

(Please attach photographs to support your request, if applicable)

Please note:

As the City’s Building Compliance team receives a large number of service requests for a variety of issues, the order of the requests to be dealt with will be determined by the investigating officers.

You are advised that the City of Cockburn cannot adjudicate on civil matters (e.g. damage to private property, dividing fence, or tenancy disputes). You may need to contact the Citizens Advice Bureau (08 9221 5711) or the Magistrates Court (08 9425 2222) for information on civil proceedings.

I confirm that I wish to lodge a Building Compliance Service Request in relation to the above-mentioned matter.

Signed: _____ Date: _____