

REQUEST FOR CHANGE IN CATEGORY OF LAND FOR RATING PURPOSES

About this form

You may use this form to request a change in the categorisation of land for rating purposes. Refer to Application Conditions (attached).

How to complete this form

1. Ensure that all fields have been filled out correctly.
2. Please note that fields on this form marked with an * are mandatory and must be completed before submitting this form.
3. Once completed you can submit this form by mail or in person. Please see Lodgement Details for further information.
4. If there is insufficient space to provide details on this form, please attach a separate sheet(s).
5. Please use BLOCK LETTERS.

Privacy

Your personal information will be collected, stored, used and treated in compliance with the *Privacy Act 1988 (Cth)* and the Australian Privacy Principles (APP) in force from time to time. Where they are not inconsistent with the above Commonwealth laws, Section 739 of the *Local Government Act 1993 (NSW)(NI)* (protection of privacy) as well as the NSW Model Privacy Management Plan for Local Government and the Privacy Code of Practice for Local Government (NSW) may also be or become applicable to our management and use of your personal information.

APPLICANT DETAILS

Title *	Given Name(s) *	Family Name *

Business / Company Name (if business / company is owner of land)	ABN/ACN Number

Relationship to Business/Company of the owner of the land (ie Director, authorised representative)

Address *

Portion, Lot, Section Number *

Rates Invoice Number (if known)

Postal address*

Home Number*	Mobile Number*	Business Number

Email Address

DETAILS OF LAND

Current category and sub-category of the land (the subject of the application) *

Proposed category and sub category of the land (the subject of the application) *

Details of present and recent uses made of the land (if known)

Is the land vacant, or if any buildings or structures are erected or situated on the land, describe these*

Reasons why the proposed category and sub-category is more appropriate*

APPLICANT DECLARATION (Refer to Application Conditions (attached))

I declare that I am the ratepayer or authorised representative for the owner, business / company that is the subject of application, and the information I have provided is true and correct in every detail.

Applicant Name *

Applicant Signature *

Date *

APPLICATION CONDITIONS

Please be advised that any application for change of category is subject to Section 525 and 526 of the *Local Government Act 1993 (NSW)(NI)* as follows:

525 Application for change of category

(1) A rateable person (or the person's agent) may apply to the council at any time:

- (a) for a review of a declaration that the person's rateable land is within a particular category for the purposes of section 514, or
- (b) to have the person's rateable land declared to be within a particular category for the purposes of that section.

(2) An application must be in the approved form, must include a description of the land concerned and must nominate the category the applicant considers the land should be within.

(3) The council must declare the land to be within the category nominated in the application unless it has reasonable grounds for believing that the land is not within that category.

(4) If the council has reasonable grounds for believing that the land is not within the nominated category, it may notify the applicant of any further information it requires in order to be satisfied that the land is within that category. After considering any such information, the council must declare the category for the land.

(5) The council must notify the applicant of its decision. The council must include the reasons for its decision if it declares that the land is not within the category nominated in the application.

(6) If the council has not notified the applicant of its decision within 40 days after the application is made to it, the council is taken, at the end of the 40-day period, to have declared the land to be within its existing category.

526 Appeal against declaration of category

(1) A rateable person who is dissatisfied with:

- (a) the date on which a declaration is specified, under section 521, to take effect, or
- (b) a declaration of a council under section 525, may appeal to the Land and Environment Court.**

(2) An appeal must be made within 30 days after the declaration is made.

(3) The Court, on an appeal, may declare the date on which a declaration is to take effect or the category for the land, or both, as the case requires.

****Please note** - Section 6A of the *Local Government Act 1993 (NSW)(NI)* has been amended to confer power from Land and Environment Court to Administrative Review Tribunal of Norfolk Island.

LODGEMENT DETAILS

You can lodge the completed application by:

Mail: Norfolk Island Regional Council **Email:** customercare@nirc.gov.nf
P.O. Box 95
NORFOLK ISLAND 2899

In person: Customer Care Team or Registry, Courts & Lands
"Telecom Building" Ground Floor
9 New Cascade Road New Military Barracks
NORFOLK ISLAND Quality Row
NORFOLK ISLAND

What now: Once your application is received, a Council Officer will respond within 10 working days.

OFFICIAL USE ONLY

Receiving officer

Date received