

Office: .....
Date: ...../...../.....
Time: .....
Name: .....

**2024/2025 APPLICATION FOR RATES PROPERTY SEARCH & SPECIAL WATER METER READING**  
ALL RESULTS WILL BE ISSUED VIA EMAIL

<b>Applicant's Name:</b>	
<b>Applicant's Address:</b>	
<b>Applicant's Reference:</b>	
Phone: (    )	
<b>Email Address:</b>	
<b>Purchaser's Name:</b>	
<b>Vendor's Name:</b>	
<b>Location of Land:</b>	
<b>Description of Land: Lot No.:</b>	<b>Plan No.:</b>
<i>(2<sup>nd</sup> lot if applicable)</i> Lot No.:	Plan No.:
<b>Date of Settlement:</b>	

<b>OFFICE USE ONLY</b>	
<b>Amount Paid:</b>	\$
<b>Receipt No.:</b>	
<b>Date:</b>	
<b>Assessment No.:</b>	

**Did you know that you can now lodge and pay for Rate Search Certificates and Special Water Meter Reading Certificates ONLINE?**

Become a [registered online user](#) with Council and follow this [link](#) to find out how.

**RATES SEARCH**

<b>Full Rates Search</b> (5 business days)	<b>\$176.00</b>	<input type="checkbox"/>
<b>Urgent Full Rates Search</b> (2 business days)	<b>\$263.00</b>	<input type="checkbox"/>
<b>Water &amp; Sewerage Map</b> (2 business days)	<b>\$17.00</b>	<input type="checkbox"/>

**SPECIAL WATER METER READING**

Please Note: Refunds are not provided where there is no metered water connection to the requested property. Please contact Council on (07) 4970 0700 to ensure that there is a metered connection.

<b>Standard Special Water Meter Reading</b> (requests must be received 2 business days prior to date to be read)	<b>\$94.00</b>	<input type="checkbox"/>
<b>Date to be Read:</b> _____ <b>(MUST BE A TUESDAY OR THURSDAY ONLY)</b>		
<b>Urgent Special Water Meter Reading</b> (24 hour reply or by arrangement)	<b>\$124.00</b>	<input type="checkbox"/>

**TERMS AND CONDITIONS OF COUNCIL PROVIDING REQUESTED SEARCH INFORMATION**

The information provided on any search will be extracted from Council's records in response to this request. The Council records do not necessarily reflect the actual state of the property or matters relating to the property to the degree of compliance with relevant requirements. Persons making decisions with financial or legal implications will not be able to rely upon the information supplied for the purposes of determining whether any particular facts or circumstances exist and Council expressly disclaims any invitation to place such reliance on the information. Persons must obtain their own advice on these matters. The Council (and its officers and agents) contract to supply information only on this basis.

**Applicant's Signature:** ..... **Total Payment: \$** .....

*The Gladstone Regional Council is collecting your personal information on this form to process this request. The information will only be used by authorised council employees for the purposes of this request, or for the purpose of performing other Council functions and responsibilities. Your personal information will not be given to any other person or agency unless you have given us permission to do so or we are required to do so by law.*