

Office:

Date:/...../.....

Time:

Name:

2025/2026 APPLICATION FOR RATES PROPERTY SEARCH & SPECIAL WATER METER READING

ALL RESULTS WILL BE ISSUED VIA EMAIL

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

OFFICE USE ONLY	
Amount Paid:	\$
Receipt No.:	
Date:	
Assessment No.:	

**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

*The Rates Search Fees includes an \$90.00 Transfer of Ownership fee. LGA 2009 s97(2)(b). Should the property transfer not take place, a refund of the \$90.00 Transfer of Ownership fee only can be requested for refund in writing.

Full Rates Search (5 business days)	\$273.00*	<input type="checkbox"/>
Urgent Full Rates Search (2 business days)	\$364.00*	<input type="checkbox"/>
Water & Sewerage Map (2 business days)	\$18.00	<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.

Standard Special Water Meter Reading (requests must be received 2 business days prior to date to be read) Date to be Read: _____ (MUST BE A TUESDAY OR THURSDAY ONLY)	\$98.00	<input type="checkbox"/>
Urgent Special Water Meter Reading (24 hour reply or by arrangement)	\$129.00	<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: \$

Gladstone Regional Council is collecting your Personal Information in order to process your request under the Local Government Act 2009. Council will manage your Personal Information in accordance with the requirements of the Information Privacy Act 2009 (Qld) and Council's Privacy Policy. More information on how Council manages Personal Information is available at www.gladstone.qld.gov.au/Privacy