

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

Development Services Search Request Form 2026/2027 Fees

Development Services | Gladstone – 101, Goondoon Street Gladstone Qld 4680

8.30 am to 5.00 pm Monday to Friday | Phone: (07) 4970 0700

Email: developmentsearches@gladstone.qld.gov.au

Privacy Statement: The personal information collected on this form will be used by Gladstone Regional Council for the purposes of fulfilling your request and undertaking associated Council functions and services. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other Local Government Acts. Your personal information will not be disclosed to any third party without your consent, unless this is required or permitted by law. This Council document is subject to the provisions of the Right to Information Act 2009.

Note: 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.

1. Applicant Details (print or type)

Name

Email Address

Postal Address

Suburb

Postcode

Primary Contact Number

Alternative Contact Number

2. Request Details

Purchaser's Name

Vendor's Name

Location of Land

Suburb

Postcode

Lot & Plan

Date of Settlement

3. Planning & Development Certificates

BD = Business Days

Limited Planning & Development Certificate	5 BD	\$296.00	☐
Standard Planning & Development Certificate	10 BD	\$827.00	☐
Full Planning & Development Certificate	30 BD	\$2198.00	☐

4. Building Searches

Copy of Certificate of Classification	5 BD	\$102.00/each	☐
Copy of Final Certificate	5 BD	\$102.00/each	☐
Building Records Search Residential	7 BD	\$273.00	☐
Building Record Search Residential Fast Tracked	3 BD	\$545.00	☐
Building Records Search Commercial	7 BD	\$545.00	☐

A COPY OF THE CONTRACT GIVING PERMISSION TO ENTER PROPERTY MUST BE SUPPLIED FOR THE FOLLOWING SEARCHES

Building Compliance Search Residential	7 BD	\$457.00	☐
Building Compliance Search Residential - Fast Tracked	3 BD	\$773.00	☐
Building Compliance Search Multiple Dwelling	7 BD	\$647.00	☐
Building Compliance Search Multiple Dwelling - Fast Tracked	3 BD	\$1293.00	☐

Building Compliance Search Commercial

up to 500m ²	7 BD	\$805.00	☐
over 500m ²	7 BD	POA	☐

5. Trade Waste Compliance Inspections

Trade Waste Compliance Inspection	7 BD	\$273.00	☐
-----------------------------------	------	----------	--------------------------

6. Customer Summary

Total Payment	
Owners Consent for entry to property provided?	☐
Date	Signature

Office Use Only

Amount Paid	
Receipt Number	
Search Number	
Date	

Email: developmentsearches@gladstone.qld.gov.au