

Release of Impounded Item(s) (Excluding Dogs)



ABN 43 662 868 065

If you need help lodging your form, contact us	
Email	council@northernbeaches.nsw.gov.au
Phone	1300 434 434
Customer Service Centres	Manly Townhall, 1 Belgrave Street Manly NSW 2095
	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099
Customer Service Centres	Mona Vale 1 Park Street Mona Vale NSW 2103
	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	2055
TRIM Ref	C001551
Last Updated	June 2023
Business Unit	Environmental Compliance
Application No.	
Receipt No.	

Privacy Protection Notice	
Purpose of collection:	For Council to provide services to the community
Intended recipients:	Northern Beaches Council staff
Supply:	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction:	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Owner's Details

Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other		
First Name			
Last Name			
Company Name			
Address			
Post Code			
Phone		Alternate	
Mobile		Fax	
Email			

Part 2: Agent's Details

Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other		
First Name			
Last Name			
Agent's Company Name			
Address			
Mobile		Fax	
Email			

Part 3: Location/Description of Impounded Item(s)

Location Address Provide the address of where the impounded item was last seen.	Item 1	
	Item 2	
	Item 3	
Description of Impounded Item(s) You must provide a detailed description of each impounded item in respect of which you are seeking release. If the matter relates to a bicycle, please include a serial number if known	Item 1	
	Item 2	
	Item 3	

Part 4: Requirements

The following information must be submitted with your application:

1. Completed application form.
2. Photo identification (passport or drivers licence).
3. Photographs of article (if applicable).
4. Evidence of payment of outstanding fines, charges and penalties (if applicable).

Part 5: Owner's Consent

I, the person whose details appear above, of the above address in the State of New South Wales declare that I am the owner of the item/s as detailed by myself in the "Description of Impounded Item(s)" section of this form.

Signature		Date	
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Part 6: Ranger's Assessment

Rangers Assessment			
This section is to be completed by the Rangers unit. The impounded item cannot be released until an assessment has been completed. You will be advised in writing of the result of Council's determination.			
Ranger's Assessment	1. Has Council impounded the item as described by owner?	Yes	No
	2. Are you satisfied that the applicant is the owner of the claimed item/s?	Yes	No
	3. Has the correct fee(s) and charges been paid?	Yes	No
	4. Have all outstanding penalties been paid?	Yes	No

Ranger's Comments:

Ranger's Recommendations	Approve and release the item(s) to the owner (fees and charges already paid)	Yes	No
	Refuse for the above reason(s), and list the item(s) for sale by tender	Yes	No
	Defer until the applicant provides proof of ownership	Yes	No
	Defer until the applicant pays all outstanding fees, charges and penalties	Yes	No

Ranger's Signature			
Officer's Name			
Signature		Date	

Release details In accordance with Public Spaces (Unattended Property) (Act 2021)			
I, the undersigned, being the owner/owner's agent of the item(s) listed in this application, acknowledge receipt of such item(s) released to me in accordance with the "Owner's Consent" declaration.			
Owner's / Agent's Signature			
Date		Release Date	

Office Use			
Fee paid	\$	Date	
Receipt no		CS Officer	
TRIM Container Title: 'Regulatory Services – Impounded Items Applications' Document Title: Application for Release of Impounded Item – [Applicants Name] – [Date]			