

Bond Lodgement Form



If you need help lodging your form, contact us				Office use only	
Email	council@northernbeaches.nsw.gov.au			Form ID	4055
Phone	1300 434 434			TRIM Ref.	C000966
Customer Service Centres	Manly Town Hall, 1 Belgrave Street, Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road, Dee Why NSW 2099	Mona Vale 1 Park Street, Mona Vale NSW 2103	Last updated	Aug 2024
				Business unit	Environment & Climate Change
				Application no.	
			Receipt no.		
			Receipt date		

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

Payment options	
In person	Visit one of our Customer Service Centres (listed above) to apply and pay over the counter:
Via post	Send the completed application form and cheque payment to: Northern Beaches Council, PO Box 82, Manly NSW 1655. Please allow extra time for this option.
Via email	Send the completed application form to council@northernbeaches.nsw.gov.au and we will call you for payment. Please allow extra time for this option and note the application is not assessed until payment is received.
Please note, all credit / debit card payments attract a 0.5% surcharge.	

Part 1: Property details

Unit/house number		Street			
Suburb			Postcode		
Nearest cross street					
Lot		Section		DP	
Description of works					
Approved by Council or PCA (insert No.)		DA / CDC No.		Cost of works	

Part 2: Bond type

No	Type	No	Type	No	Type
1	Maintenance Bond	7	Property Lease Bond	13	Working on Council Reserves Bond
2	Other Engineering Works Bond	8	Access Over Council Reserves Bond	14	Outdoor Dining
3	Road Damage Bond (please pay inspection fee)	9	Feral Animal Trap Bond (please use Form 4024)	15	Park Access
4	Silt & Sedimentation Bond	10	Keys for Access to Council Properties Bond	16	Open Spaces
5	Stormwater Bond	11	Maintenance Environmental Works Bond	17	Restoration Works
6	Subdivision Bond	12	Retention Bond		

Type	Bond Ref. No (as per consent/permit)	Amount	Type	Bond Ref. No (as per consent/permit)	Amount
Date Bond Paid					

Refer to your Consent/Permit for further information and conditions of work. Ensure all payments including inspection fees are paid prior to the commencement of works, see Council's fee & charges page on website. Failure to meet all conditions of your Consent/Permit may result in part or all of your bond not being refunded. See your consent for information regarding refund.

Council will only refund the security deposit in accordance with the Refund Information contained in this form. Requests to amend the recipient and details of the refund must be accompanied with suitable identification and written justification/evidence to the satisfaction of Council. Any requests to amend the recipient for refunds totalling in excess of \$2,000 must be accompanied with a statutory declaration in a format provided by Council.

Part 3: Refund information

Refund of DA/CDC bonds will require the issue of a Final Occupation Certificate

Account name																				
BSB number				-				Account number												

Part 4: Bond depositor/payee details

Are you the property owner?		Yes	No
Full name			
Street			
Suburb	State	Postcode	
Home ph	Mobile		
Email			
Signature			Date