

Lot No. \_\_\_\_\_ Street Address \_\_\_\_\_

Owner's Name \_\_\_\_\_ Contact No \_\_\_\_\_

Owner's Email \_\_\_\_\_

Owner's Address \_\_\_\_\_

Designer/Architect \_\_\_\_\_ Contact No \_\_\_\_\_

Builder's Company Name \_\_\_\_\_ Contact No \_\_\_\_\_

Builder's Contact Name \_\_\_\_\_ Contact No \_\_\_\_\_

Signature of Builder / Owner \_\_\_\_\_ Date \_\_\_\_\_

### Documentation (A3 size) required to be submitted for approval:

- |          |  |                          |
|----------|--|--------------------------|
| <b>1</b> | <b>Site Plan at 1:200 scale</b> Including dwelling, garage and outbuildings    | <input type="checkbox"/> |
| <b>2</b> | <b>Floor Plans at 1:100 scale</b> House and any external fixtures or fittings  | <input type="checkbox"/> |
| <b>3</b> | <b>Elevations at 1:100 scale</b> Front, rear and both sides                    | <input type="checkbox"/> |
| <b>4</b> | <b>Sections at 1:100 scale</b> Sections through the house                      | <input type="checkbox"/> |
| <b>5</b> | <b>Schedule of External Finishes</b> Walls and roofs of house and outbuildings | <input type="checkbox"/> |
| <b>6</b> | <b>Landscape Plans</b> General surface treatments and planting layout          | <input type="checkbox"/> |

Each box is to be ticked. Applications cannot be assessed until all of the above information is available.

Please submit all documentation to Orchard Property Group via email [info@orchardpg.com](mailto:info@orchardpg.com)

A copy of this form must be included with the lodgement of plans for approval. Additional copies are available at the Administration and Sales Office.