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| Pre-application registration |

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| **Attendees:**  *(Please include job title and organisation. Maximum of four attendees)* | Name | Job title | Organisation |
| **Owner/permit applicant:** |  | | |
| **Point of contact:** |  | | |
| **Contact number:** |  | | |
| **Contact email:** |  | | |
| **Place or object name:** |  | | |
| **Address:** |  | | |
| **Victorian Heritage Register number:** |  | | |
| **Responsible Authority:**  *ie Council or Minister* |  | | |
| **Stage of development:**  *Pre-planning/planning/design* |  | | |
| **Description of proposal:** |  | | |
| **Impact of the proposed works on heritage values of the place/object:** |  | | |
| **Estimated development costs:** | $ | | |
| **Estimated construction commencement date:** |  | | |
| **Why are you seeking a pre-application meeting?** |  | | |
| **Are you requesting a meeting in person or via phone?** |  | | |

Does your proposal involve:

Demolition

Construction of a tall building

Subdivision

Tree removal

Works within the Royal Exhibition Building and Carlton Gardens World Heritage Environs Area

Master planning

Please send any relevant documents which detail the proposed works i.e. plans, reports, photos

### Please submit your completed form to [heritage.permits@delwp.vic.gov.au](mailto:heritage.permits@delwp.vic.gov.au) with “Pre-application request” in the subject line.

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| **Office use only** | |
| Date: |  |
| Time: |  |
| Venue: |  |
| Attendees: |  |
| P number: |  |