|  |
| --- |
| Notice of intention to sell registered place or registered object |
| Regulation 10 |

# Instructions to complete form

## Preliminary information

It is the applicant’s responsibility to ensure that the full and correct information is provided. Applications made on behalf of business names or unincorporated associations also require an individual applicant’s name, eg. Ms Jane Smith, Capital Enterprises Pty Ltd.

## Who should complete this form?

The owner of a registered place or registered object who has entered into a contract of sale of the whole or any part of the place or object.

* 1. **When should this form be completed?**

The owner of a registered place or registered must submit this form within 28 days of the date of contract for the sale of the whole or any part of the place or object.

## Enquiries and more information

Web: [www.heritage.vic.gov.au](http://www.heritage.vic.gov.au)

Telephone: (03) 7022 6390

Email: [heritage.registrations@delwp.vic.gov.au](mailto:heritage.registrations@delwp.vic.gov.au)

## Please lodge your application in one of the following ways:

*By email* to [heritage.registrations@delwp.vic.gov.au](mailto:%20heritage.registrations@delwp.vic.gov.au) OR

*By post* to: Executive Director, Heritage Victoria, PO Box 500, MELBOURNE VIC 8002

Please note: all sections must be completed. Incomplete applications will be returned to the applicant which may result in delays.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *Office use only* | | | | | | |
|  |  |  |  |  |  |  |
|  | *Place/object name* |  |  |  |  |  |
|  |  | | | | |  |
|  | *Date received* |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

# 1. Existing owner details

|  |  |  |  |
| --- | --- | --- | --- |
| Title: |  | | |
| First Name: |  | | |
| Surname: |  | | |
| Business or organization name: |  | | |
| Position title: |  | | |
| Address: |  | | |
| Email address: |  | | |
| Telephone: |  |  |  |

# 2. Place or object details

|  |  |
| --- | --- |
| Name of registered place or registered object (if any): |  |
| Address or GPS location: |  |
| Victorian Heritage Register Number: |  |

# 3. Details of sale

I am intending to sell the above place or object (purchaser details below):

|  |  |
| --- | --- |
| Date contract of sale entered into: |  |
| Date of settlement of purchase: |  |

# 4. Purchaser details

|  |  |  |  |
| --- | --- | --- | --- |
| Title: |  | | |
| First Name: |  | | |
| Surname: |  | | |
| Business or organisation name: |  | | |
| Position title: |  | | |
| Address: |  | | |
| Email address: |  | | |
| Telephone: |  |  |  |

# 5. Applicant statement

|  |  |
| --- | --- |
| I state that the information I have given on this form is correct to the best of my knowledge. | |
| Name: |  |
| Signature: |  |
| Date: |  |