



Application for:

Asset Protection

Request for Final Inspection and Refund

opportunity » growth » lifestyle

Please note: The application will not be processed unless all details are completed and all required supporting documentation has been provided.

Once all building works are complete, a final inspection of the Council controlled assets must be undertaken before the return of the security deposit. Please submit this document along with a copy of your Certificate of Final Inspection/Certificate of Occupancy.

If no damage is found, we will close the asset protection permit and refund the security bond.

- If damage is found, we will record the damage in a written report with photographic evidence.
- Prepare a 'damages letter' and advise the permit holder of the required reinstatement.

Please allow ten (10) working days for processing of this application

Applicant details

I, (name): _____ Contact No _____

wish to advise of the completion of building works at:

Site Address: _____

and would like to request a final inspection and refund of the security deposit held by Council with respect to this permit.

Refund details

For cheque refund

Postal Address _____

E.F.T Details

Date: _____ Receipt No: _____

No final inspection will be undertaken until a Final Inspection/Occupancy Certificate has been submitted to Council.

Name of Bank:	
BSB No:	Account No:
Signature of Account Holder:	

Email: engservices@frankston.vic.gov.au / By mail to: 30 Davey Street, Frankston VIC 3199