

## Sub-Lease Transfer Report Application

### Applicant Details

Name			
Address			
Postal Address			
Email Address	@		
Business Number		Mobile Number	

### Sub-Lease Holder Details (if different from applicant – strike through if not applicable)

Name			
Address			
Postal Address			
Email Address	@		
Business Number		Mobile Number	

Property Address			
Lot Number			
Reason for Transfer			
Rio Tinto Advised	<input type="checkbox"/> YES	<input type="checkbox"/> NO (Must be advised prior to inspection)	

Fee (as per current fee schedule) payable on submission of application.

Access to the inside and outside of all buildings on the allotment is required by the Building Administration Officer to enable the inspection.

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### **Office Use Only**

### Inspection Fee Payment Details

Fee Paid:	\$	Date Paid	/ / 20.	Receipt no.	
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For enquiries please contact the BAO on 8939 2202 during business hours or via email to [building@ncl.net.au](mailto:building@ncl.net.au)