

Shared Accommodation Premises Registration

Boarding House Act 2012 and Local Government Act 1993

OFFICE USE ONLY

Reference No.

About this form

Use this form to register your place of shared accommodation business premises or to make changes to a registration for an existing shared accommodation business premises.

Proposal (choose One Only)

☐ New Business ☐ New Proprietor ☐ Change of Trading Name ☐ Other

Applicant details

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Other

First Name: Family Name:

Trading Name (if applicable):

Company Name (if applicable):

ABN/ACN (if applicable):

Mailing Address:

Suburb: State: Post Code:

Email Address:

Daytime Telephone No. (Home/Work): Mobile No:

Property Details

Lot No(s): Section: DP/SP Number:

Unit No: Street No: Street Name:

Suburb: Post Code:

Business trading name premises details

Business/Trading Name:

ABN/ACN:

Company Contact Name:

Mailing Address:

Suburb: State: Post Code:

CM reference: 25/202840 | Last updated: 01/07/2025

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Postal address

PO Box 21, Rockdale NSW 2216
ABN 80 690 785 443

Bayside Customer Service Centres

Rockdale Library, 444-446 Princes Highway, Rockdale
Eastgardens Library, Westfield Eastgardens, 152 Bunnerong Road, Eastgardens

W www.bayside.nsw.gov.au
T 1300 581 299

Telephone Interpreter Services: 131 450

Τηλεφωνικές Υπηρεσίες Διερμηνέων

بخدمة الترجمة الهاتفية

電話傳譯服務處

Служба за преведување по телефон

Email Address:

Daytime Telephone No. (Home/Work): Mobile No:

Development Consent or Complying Development Certificate Details

☐ Development Application:

☐ Development Consent:

Application Code

Fees

Registration Fee for new Regulated premises or change of ownership details	\$72.00	RC 15050
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Supporting Documentation

	Applicant Use			Office Use	
	Yes	No	Exempt	Yes	No
1. Development or Consent Documentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Declaration

- I declare that the information given is true and correct.
- I understand that if incomplete, the application may be returned to me, delayed, rejected or more information may be requested within 21 days of lodgement.

Applicant's Signature

Date / /

How to lodge this application

You can lodge your completed application form and any required supporting documents:

In person

At any of Council's Customer Service Centres:

- **Rockdale Customer Service Centre:** 444-446 Princes Highway, Rockdale NSW 2216
- **Eastgardens Customer Service Centre:** Westfield Eastgardens, 152 Bunnerong Road, Eastgardens NSW 2036

By mail

Post to **Bayside Council:** PO Box 21, Rockdale NSW 2216 with payment via cheque or money order (do not send cash)

By email

By email to council@bayside.nsw.gov.au.

Do not include credit or debit card details on your application. If lodged via email, a Council Customer Service Officer will phone to organise a secure over the phone payment using a credit card.

Payment is preferred by cheque, money order, debit or credit cards (Visa and Mastercard). Payments made using a credit card will incur a service fee of 0.5%

Privacy notification

Completion of this document is voluntary - partially completed applications may result in refusal of the application. The personal information provided on this form (including your name and other details) will be handled in accordance with the Privacy and Personal Information Act 1998 and may be available to the public under various legislation

OFFICE USE ONLY

Receipt No

Date

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