

## Request for Submission of Uncompleted Works Bond

This form is to be lodged with any request for bonding uncompleted works where the applicant wishes to obtain approval of a survey plan or commence a use before all works and conditions associated with a development are completed or satisfied. In completing this form, the applicant is to address the requirements set out in Council's Planning Scheme Policy for Development Works, SC6.3.13.11 (Bonding).

Council is collecting your personal information (e.g. name, address, phone number etc), for the purposes as outlined on this form. This information will only be accessed by authorised Council officers and will be handled in accordance with Council's Privacy Statement governed by the *Information Privacy Act 2009*. Visit [bundaberg.qld.gov.au/privacy](http://bundaberg.qld.gov.au/privacy) for further information.

<b>Application details</b>			
Application Number/s:			
Development name and Stage number (if relevant):			
<b>Applicant details</b>			
Name (individual or company name in full):			
For companies, contact name:			
Postal address:			
Suburb	State	Postcode	
Phone: (Business Hours)		Email:	
<b>Property details</b>			
Address of property:			
Property Description:		Lot:	Plan No:
(If more than three lots, list the main three lots associated with the development approval/s)		Lot:	Plan No:
		Lot:	Plan No:
<b>Reason for bonding uncompleted works:</b>			
<b>Description of uncompleted works:</b> <i>(attach additional pages if required)</i>			
<b>Total value of uncompleted works bond:</b> (130% of the value of the estimated uncompleted works costs, or \$2000, whichever is higher)		\$	
<b>Certification from the relevant supervising RPEQ including the following (where applicable):</b>			
<input type="checkbox"/>	I have provided a fully priced bill of quantities detailing the works completed and the works still outstanding (to be bonded).		
<input type="checkbox"/>	I confirm that the completed works have been constructed on the correct alignments and to the required standards, in accordance with the conditions of the development approval.		
<input type="checkbox"/>	I confirm that all works and services will be completed and operational within 3 months of the date of approval of the plan of survey or commencement of the use, or further period (any period longer than 3 months is subject to approval by Council).		
Name of supervising RPEQ:			
RPEQ number:			
Signature of supervising RPEQ:			
<b>Requirements for uncompleted works bonds</b>			
Where Council agrees to accept an uncompleted works bond, Council will provide the applicant with a fee sheet confirming the relevant security bond amount. The bond will be a value of 130% of the value of the estimated uncompleted works costs, or \$2000, whichever is higher.			
Security bonds must be made in cash (held in trust) or bank guarantee and must meet the requirements of Council's Planning Scheme Policy for Development Works, SC6.3.13.11 (Bonding).			

All enquiries to be directed to Council's Development Group – Phone 1300 883 699. Please email completed form and attachments to [development@bundaberg.qld.gov.au](mailto:development@bundaberg.qld.gov.au)