



## REQUEST FOR RELEASE OF DAMAGE BOND AND / OR FINAL APPROVAL OF FOOTPATH CROSSING CONSTRUCTION

To assist Council to process your request more efficiently, please complete the questionnaire below and return via email to: [footpathcrossings@cityofparramatta.nsw.gov.au](mailto:footpathcrossings@cityofparramatta.nsw.gov.au)  
**Please note that all conditions of consent prior to release of the Occupation Certificate must be completed before requesting release of the damage bond.**

Please circle

1. Was the footpath crossing constructed as part of a development? **YES NO**
2. What is the Footpath Crossing Application number? FC/.....

**If YES, please provide answers to the following questions:**

3. What is the DA or CD number? .....
4. What is the property address? .....
5. Has all construction and landscaping work at the site been completed? **YES NO**
6. Has turf been placed to all areas of the nature strip affected by the construction work?  
**YES NO**
7. Have all temporary fencing, sediment control measures and skip bins been removed from the site?  
**YES NO**

Note: some sites may need to keep safety fencing up until OC is received for security reasons, please indicate if this is the case. **YES NO** **If security is not an issue, items 5, 6 and 7 above must be completed prior to sending your request for refund of damage bond.**

Applicant Name ..... Contact Number .....

Email address: ..... Applicant Signature .....

Please sign and e-mail this form to the above email address and we will arrange for Council's Civil Assets Team to inspect council infrastructure adjacent to the above address. We will advise you if our inspection finds that corrective works are required. **As per the conditions of your consent, Council's Civil Assets Team will take up to 21 days from receipt of the request to provide the written advice.**

If there are no corrective works required, we will arrange for your bond to be refunded via EFT (please provide the banking details for the recipient of the bond below). **Please note the bond will ONLY be released to the person who paid the bond to council (that is the name that appears on the original receipt / tax invoice provided by council for original payment).** If you did not pay the original bond, please contact Council on 9806 8250 to discuss.

**Bank Name** ..... **Account Name** .....

**BSB** ..... **Account No.** .....

**Note: A damage inspection fee of \$200.00 under Environmental Planning & Assessment Regulation 2000, clause 136M will be deducted from the bond.**

**Privacy & Personal Information Protection Notice.** The information provided by you on this form will be used by City of Parramatta Council to process this application. The provision of this information is compulsory and if not provided, council may not be able to fully process your application. Once collected by council, the information can be accessed by you in accordance with council's Access to Information Policy and Privacy Management Plan or in special circumstances, where legislation requires or where you give permission for third party access.