

# STEP 2. APPLICATION FOR CONTRACTOR DETAILS

## PRIVATE CONTRACTOR TO CONSTRUCT

### About this form

The application for a Driveway Access Approval, Gutter Crossing and Certificate of Construction comes in four parts. Use this form to verify contractor details and apply for a Gutter Crossing Construction, Extension & Removal by Private Contractor. This application includes any associated footpath and stormwater connection works.

Before you apply, you must have a certified copy of approved driveway plans by Council.

### Important information for the applicant

Please read the 'Driveways and Gutter Crossings Fact Sheet' found online at [www.ryde.nsw.gov.au/forms](http://www.ryde.nsw.gov.au/forms) before completing this form to minimise the risk of submitting an incomplete form, which may delay your application process.

**Step 1** – Approval of Driveway Plans

**Step 2** – Contractor Details

**Step 3** – Formwork Inspection

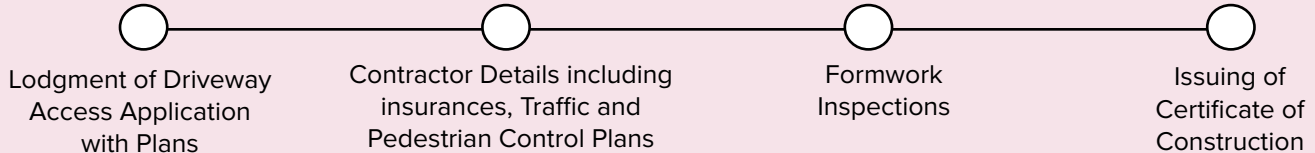
**Step 4** – Application for driveway access and gutter crossing Certification of construction

### Council Contact Details

**Customer Service Centre** 1 Pope Street, Ryde NSW  
**Post** Locked Bag 2069, North Ryde NSW 1670  
**Email** [cityofryde@ryde.nsw.gov.au](mailto:cityofryde@ryde.nsw.gov.au)  
**Phone** (02) 9952 8222

## IMPORTANT INFORMATION WHEN MAKING AN APPLICATION (4 STEPS)

The application for Driveway access levels, Gutter Crossing and Certificate of Construction comes in three parts.



## PART 1: APPLICANT DETAILS

The applicant is the person lodging the form and the only person the City will communicate with.

Company / Organisation					ABN No.	
Title	Mr	Mrs	Ms	Miss	Other	
Given Name			Family Name			
Address						
Suburb					Postcode	
Postal Address If different from above						
Suburb					Postcode	
Preferred contact	Mobile	Phone	Email			
Mobile			Phone			
Email						

## PART 2 : CONTRACTORS DETAILS

Contractor / Company name						ABN No.
Title	Mr	Mrs	Ms	Miss	Other	
Given Name			Family Name			
Address						
Suburb					Postcode	
Preferred contact	Mobile	Phone	Email			
Mobile				Phone		
Email						

## PART 3 : LOCATION OF PROPERTY

Address						
Suburb					Postcode	
Property Type	Residential	Commercial	Industrial			
Residential Type	Dwelling	Duplex	Villa	Townhouse	Units	
Reason for Levels	Scraping problem		Renew existing driveway		New development	
Development Application number if applicable						

## PART 4 : VERIFICATION OF PUBLIC LIABILITY INSURANCE CERTIFICATE OF CURRENCY

Please provide valid currency of insurance as an attachment to this form.

- Traffic control Plan
- Pedestrian control plan
- Verification of Dial before you dig

## PART 5 : ACCREDITATION OF CONTRACTOR FOR CONSTRUCTION FOR KERB & GUTTER, FOOTPATH, DRIVEWAY

Where required as part of your Development Consent.

\$172 Contractor Accreditation fee	Cost \$
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Personal information collected from you is held and used by Council under the provisions of the *Privacy and Personal Information Protection Act 1998*. The supply of information is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. Please note that the exchange of information between the public and Council, may be accessed by others and could be made publicly available under the *Government Information Public Access Act 2009 (GIPA Act)*. If you require further information please contact Council's Customer Service Centre on 9952 8222.

OFFICE USE ONLY	Receipt number	Amount paid \$	Date received
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