{Contact}

{Contact Phone}

{File Reference}

{Date}

Information Notice

**Refusal of Permit**

*Plumbing and Drainage Regulation 2019* s. 50

## Re: {insert address of premises}

## Permit Number: {insert number of permit}

**Decision**

On {insert date} Local Government considered application number {insert application number} and decided to refuse to issue a permit:

# Reasons for the decision

The reasons for refusing to issue a permit are:

* {insert reasons for refusing to issue a permit, sufficient information must be supplied so that a Tribunal could decide whether there are valid reasons for imposing the condition}

**Appeals against Local Government’s Decisions**

If you are dissatisfied with the decision of the Local Government to refuse the permit, you are entitled to appeal to Development Tribunals (the Tribunals) in accordance with section 229 of the *Planning Act 2016*.

An appeal against this notice must be lodged within 20 business days after the day the notice is given. If your appeal is not lodged within this timeframe, no further action can be taken by the Tribunals in relation to Local Government’s decision.

You can lodge an Appeal Notice by submitting a form 10 – application for appeal/declaration and providing the prescribed fee to the Registrar of the Tribunals as follows:

Post to:

Department of Housing and Public Works

The Registrar

Development Tribunals

Building Legislation and Policy

PO Box 15009 City East QLD 4002 Australia

Or email to:

registrar@qld.gov.au

For further information about the Tribunals, including the Appeal Notice (Form 10) and the schedule of fees, visit the Department’s website at [www.hpw.qld.gov.au](http://www.hpw.qld.gov.au) or contact the Registrar on 1800 804 833 or Fax: (07) 3237 1248.

Enquiries about this notice can be made to {insert the name and telephone number of the contact person}.

**Dated this** {insert the date} **day of** {insert the month and year}

{insert signature of the issuing officer}

**……………………………………………**

**Issuing Officer**