



RURAL PROPERTY ADDRESS

APPLICATION

Please complete this form and return to the council office:
29 Holland St (PO Box 321) Kingston SE SA 5275 EMAIL: rates@kingstondc.sa.gov.au

Name of Applicant:

Owner/Ratepayer:

Postal Address:

Phone:

Email:

I agree to my email and phone number being added to Council's database? Yes No

Please turn overleaf for Council Policy (Extract from Property Identification Policy & Procedure)

Basis for Application:

Primary Rural Property Address
(for new development or rural property address not issued)

- House/Dwelling
- Shed
- Cattle/Sheep Yards
- Other Please Specify:

Additional Rural Property Address
(primary rural property address already issued)

- House/Dwelling
- Shed
- Cattle/Sheep Yards
- Other Please Specify:

Current Rural Property Address:

Replacement Signage
(current prescribed fee for replacement signage is \$35.50)

Rural Property Address:

Signature: Date:

Office Use Only	Assessment Number: _____
Rural Property Address Request Approved: YES/NO	Sign Ordered: _____
Address Requested to DTEI: _____	Sign Installed: _____
Rural Property Address: _____	Paid (Receipt Number): _____
Applicant Advised of Address: _____	Address Allocated to Assessment: _____



EXTRACT OF PROPERTY IDENTIFICATION POLICY AND PROCEDURE

INFORMATION

Define

Rural Property Addressing is a nationally recognised standard for the addressing of rural housing and other structures that is consistent nationally and will improve the delivery of regular services and aid emergency services response.

Policy Position

All properties outside the township boundaries of Kingston SE and Cape Jaffa will be provided with a rural property address in accordance with National Standards.

Council's policy position that rural addresses shall be allocated to access points that service the following structures or work areas, at Council cost (see below Replacement/New Signs):

1. Residential properties;
2. Work sheds that is shearing sheds, machinery sheds, hay sheds;
3. Operational livestock yards.

Council's policy position on all other requests shall be assessed on an individual basis and if approved shall be at the applicants full cost which shall be set in Council's Fees and Charges Policy.

How To Obtain a New Rural Property Address

The initial roll out of rural property addressing has been completed; it is Council's policy that application for rural property address shall be made in writing on the prescribed application form.

Applications forms are available from the Council office, 29 Holland Street, Kingston SE, 5275 or on Council's web site www.kingstondc.sa.gov.au

Replacement Signs

All replacement signs shall be ordered through Council on the prescribed application form which are available from the Council office, 29 Holland Street, Kingston SE, 5275 or on Council's web site www.kingstondc.sa.gov.au

Applicants must make payment upon application for a replacement sign, until payment is made the application will not be processed.

The cost of a replacement sign is set in Council's Fees and Charges Policy.

If an application for a replacement sign is made due to damage by the applicant or any third party the fee must still be paid, it is the responsibility of the landowner/applicant to seek their own reimbursement through their insurance or claim against a third party.

Signage Installation

Council shall erect all signs to ensure compliance with roadside installation standards.

Council will endeavour to have signage installed within 8 weeks of application and payment of the required fee.