

	Private Works Request Form	Version No:	1.0
		Issued:	July 2026
		Last Review	July 2026
		Next Review	June 2029

Request Details

Name:

Organisation:

Address:

Phone Number: Email:

Description of Private Works

Location of Works:

Description of proposed Works:

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Date of requested works to be conducted:

I, (full name)

representing (business name/self)

of (address)

hereby request the Wudinna District Council to carry out the above-mentioned work at my expense.

I understand that estimates of costs are estimates only. The cost charged will be based on actual timesheets and plant sheets and may be higher than that estimated. Costs are as per Council's Fees and Charges Register. Where work is performed in overtime, staff time will be added to the rate.

I confirm that I have read and understood Council's Property & Infrastructure Management Policy and agree to be bound by the terms and conditions stated within the Policy. I agree to indemnify the Wudinna District Council, and I will indemnify Council for any damages or injury caused to persons or property by operation of Council plant whilst on hire, e.g. accidental injuries, vehicle damage, damage to water lines, electricity, Telstra or other building or property damage in the like. I agree that the marking out and supervision of the work is my responsibility.

I understand that council is under no obligation to authorise this request.

Signed: Date:

Applications can be lodged: E: admin@wudinna.sa.gov.au | 11 Burton Terrace, WUDINNA SA 5652

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Office Use Only

Application:	☐ Approved ☐ Denied		
Name:		Position:	
Signature:		Date:	

Quotation

Machinery/Labour/Materials	Quantity	Unit Price	Total (inc GST)
Sales Amount			
GST			
TOTAL PAYABLE INCLUDING GST:			
These prices have been quoted to the requestor: Yes / No			
Quotation Estimate:	☐ Approved ☐ Denied		