



2021 (*insert date*)

Planning Department

(Local Council)

(Council address)

To whom it may concern

Re: Fire Safety Certificate/s and Fire Safety Schedule/s

I write as a member of The Uniting Church in Australia Property Trust (Victoria), the legal owner of the following property or properties constructed after 1 July 1988 or upgraded after 1 July 1988:

I authorise the below named representative of a Church Council of a Congregation of The Uniting Church in Australia to obtain a copy of the Fire Safety Certificate/s and Fire Safety Schedule/s from your Council regarding the above-mentioned property or properties. Please supply the Fire Safety Certificate/s and Fire Safety Schedule/s to the contact below:

Church Council Representative Name: _____

Congregation: _____

Email: _____

Congregation postal address: _____

If you have any questions regarding this letter, please contact Siobhan Reed on (03) 9116 1956 or by email Siobhan.Reed@victas.uca.org.au

Yours sincerely

Rod Skilbeck
Synod Property Trust Secretary
Authorised signatory for The Uniting Church in Australia Property Trust (Victoria)

