

# Statutory Declaration

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**IN THE MATTER** of the Evidence Act 1958 and  
**IN THE MATTER** of the Planning and Environment Act 1987 and  
**IN THE MATTER** of

*Statutory Declaration to be  
completed at the end of the  
advertising period.*

Planning Application \_\_\_\_\_

Address of Application: \_\_\_\_\_

I, \_\_\_\_\_ [full name]

of \_\_\_\_\_ [address]

in the State of Victoria, do solemnly and sincerely declare that:

**I am** (tick one of the following statements)

- the applicant; or
- an agent for the applicant.

**I gave notice of this application** (tick one or more of the following applicable statements)

- by sending the notice by registered mail to the persons on the attached list;
- by displaying the notice on the subject land of the application on \_\_\_\_\_ [date]  
and maintaining in good condition for 14 days from that date;
- by publishing the notice in the \_\_\_\_\_ newspaper  
on \_\_\_\_\_ [date].

**I attach the following documents**

- a copy of the signed and dated notice, in A4 size, which I have labelled "A";
- a list of persons to whom I mailed a copy of the notice, which I have labelled "B".

**I acknowledge that this declaration is true and correct, and I make it with the understanding and belief that a person who makes a false declaration is liable to the penalties of perjury.**

Declared at \_\_\_\_\_ in the State of Victoria

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Signature of person making this declaration (applicant or agent of applicant)

Before me,

\_\_\_\_\_  
Signature of Authorised Witness

*The Authorised Witness must print or stamp his or her name, address and title under Section 107A(1) of the Evidence (Miscellaneous Provisions) Act 1958.*

## **PERSONS WHO CAN WITNESS STATUTORY DECLARATIONS**

- A Justice of the Peace or a Bail Justice
- A Public Notary
- A barrister and solicitor of the Supreme Court
- A clerk to a barrister and solicitor of the Supreme Court
- The Prothonotary or a Deputy Prothonotary of the Supreme Court, the Registrar or the Deputy Registrar of the County Court, the Principal Registrar of the Magistrates' Court or the Registrar or the Deputy Registrar of the Magistrates' Court
- The Registrar of Probates and the Assistant Registrar of Probates
- The Associate to a Judge of the Supreme Court or of the County Court
- The Secretary of a Master of the Supreme Court or of the County Court
- A person registered as a Patent Attorney under Chapter 20 of the Patents Act 1990 of the Commonwealth
- A member of the police force
- The sheriff or a deputy sheriff
- A member or a former member of either House of the Parliament of Victoria
- A member or a former member of either House of the Parliament of the Commonwealth
- A councillor of a municipality
- A senior officer of a Council as defined in the Local Government Act 1989
- A registered medical practitioner within the meaning of the Medical Practice Act 1994
- A registered dentist within the meaning of the Dental Practice Act 1999
- A veterinary practitioner
- A pharmacist
- A principal in the [State] teaching service
- The manager of a bank
- A member of the Institute of Chartered Accountants in Australia or CPA or the National Institute of Accountants
- The secretary of a building society
- A minister of religion authorised to celebrate marriages [not a civil celebrant]
- A person employed under Part 3 of the Public Administration Act 2004 with a classification that is prescribed as a classification for statutory declarations, or who holds office in a statutory authority with such a classification
- A fellow of the Institute of Legal Executives (Victoria)

Please note: This list contains the persons who are accepted as Authorised Witnesses for documents that are remaining in Victoria.

[www.justice.vic.gov.au/justices](http://www.justice.vic.gov.au/justices)