

# Work Zone Extension Request



Use this form to request an extension of your existing work zone permit.

Extension requests must be received at least **10 business days** prior to the end date of the current work zone permit or **15 business days** if changes to the existing work zone are required.

NAME OF APPLICANT \_\_\_\_\_

COMPANY \_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_

CONTACT NO. \_\_\_\_\_ ABN NO. \_\_\_\_\_

EMAIL \_\_\_\_\_

## SITE DETAILS

House/Building/Lot no. \_\_\_\_\_ Street \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

## WORK ZONE DETAILS

Current work zone permit reference number (if known) \_\_\_\_\_

Length required \_\_\_\_\_ metres      Period required from \_\_\_\_\_ to \_\_\_\_\_

Standard hours of operation      6.30am – 5.00pm, Mon - Fri      6.30am – 1.00pm Sat

## Comments

If changes are required to the location of the work zone, the applicant must provide an updated **site plan** showing the location of the construction site, adjacent streets, existing kerbside parking restriction signposting, driveways, and/or revised location of the work zone.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Please submit your extension request and any supporting documentation to [traffic@ncc.nsw.gov.au](mailto:traffic@ncc.nsw.gov.au)

For full details of City of Newcastle Fees and Charges 2023-24 please see our [webpage](#)