NOISE INVESTIGATION REQUEST

Thank you for contacting the Shire of Merredin (The Shire) regarding your noise concerns. The Shire undertakes community noise control issues on behalf of the Department of Environment and Conservation. The Shire has limited resources to do this however initial investigations and collation of evidence is undertaken with the assistance of residents where a person believes they are being subjected to ongoing nuisance noise.

Please note individual incidences of noise such as party noise should be referred to the Police in the first instance.

Where nuisance noise of an ongoing or intermittent nature is being experienced residents may register a complaint. Should you wish to lodge a noise investigation request, please complete and return the enclosed 'Noise Investigation Request Form' and accompanying 'Log Sheets,' to enable the Shire to investigate your noise concerns.

It is important that you accurately record the noise nuisance as it affects you, providing as much information as possible. This information should also identify the source of the noise (at least the property address).

It is recommended that you record the noise disturbances on the attached 'Log Sheets' for a set period of 14 days. This information will then be used to determine the nature of the noise and identify a pattern of the times and days the noise typically occurs.

Details provided will then assist the relevant officer to investigate your noise issue.

Enclosed in this package:

1. Noise Investigation Request Form (to be completed and returned)
2. Log Sheet(s) (to be completed and returned)
3. Neighbourhood Noise Information Guide (for your information)

Please return completed forms with supporting documents to the following options:

Post	PO Box 42, Merredin WA 6415
Administration Centre	Located on the corner of King & Barrack Streets, Merredin
Email	admin@merredin.wa.gov.au

Thank you for your assistance with this matter, should you require further information please do not hesitate to contact the Administration Office on (08) 9041 1611

Please Note: *In some cases, legal action may be necessary to a resolve a noise problem and in such cases the evidence of persons affected by the noise may be vital to achieving a successful outcome. Anyone making a noise complaint should be aware that they may be required to give evidence in Court should the need arise.*

Should this form not be returned to the Shire within 30 days of being sent, it will be assumed you do not wish to pursue this matter further at this stage.

NOISE INVESTIGATION REQUEST

SHIRE OF MERREDIN
INNOVATING THE WHEATBELT

NOISE INVESTIGATION REQUEST FORM

CUSTOMER CONTACT DETAILS (Please fill out details clearly)

Given Name:	Surname:	
Address:		
Suburb:	Postcode:	
Home:	Work:	Mobile:
Email Address:		

NOISE SOURCE DETAILS

Address of Noise Source:

Type of Noise: (please tick appropriate box)

Fill out Log Sheet for at least a minimum of 14 Days for the following types of noise:

- ☐ Amplified Stereo Music
- ☐ Party
- ☐ Musical Instruments

Fill out Log Sheet for up to 7 Days for the following types of noise:

- ☐ Construction Site
- ☐ Power Tools
- ☐ Swimming Pool/Spa Equipment
- ☐ Air Conditioning Unit

Other Noise Describe: _____

Have you attempted to resolve this matter yourself?	Yes ☐ No ☐

I wish to lodge a noise investigation request in relation to the details I have provided.

Please Note:

(1) The Shire of Merredin is subject to the Freedom of Information Act, 1992.

(2) Should legal action be necessary, you may be required to give evidence in Court.

(3) Collection Notice: The Shire of Merredin collects this information so we can process and manage your applications, payments, and provide services to you. The Shire is asking for this information to help us meet our responsibilities under the Privacy and Responsible Information Sharing Act 2024 (WA). The privacy and security of your personal information is important to us. We will only share your information with other parties where you have agreed, or when permitted or required by law. For more information, please visit the Shire's website.

DECLARATION

I, the person making this noise investigation application declare that the information contained in this application is a true and correct record.

Signature:	Date:

NOISE INVESTIGATION REQUEST

SHIRE OF MERREDIN
INNOVATING THE WHEATBELT

OFFICE USE ONLY	
Reference Number:	
Date received:	
Authorised Assessor's Name:	
Authorised Assessor's Signature:	
Date of Investigation:	

NOISE INVESTIGATION REQUEST

SHIRE OF MERREDIN
INNOVATING THE WHEATBELT

LOG SHEET

DATE	TIME		DURATION	TYPE OF NOISE	DESCRIPTION OF NOISE DISTURBANCE
	START	FINISH			
e.g. 25/9/25	e.g.: 0900	e.g.: 0930	e.g.: 30 mins	e.g.: Stereo music	e.g.: Could clearly hear bass component of stereo music with all doors and windows closed.

NOISE INVESTIGATION REQUEST

SHIRE OF MERREDIN
INNOVATING THE WHEATBELT

LOG SHEET

DATE	TIME		DURATION	TYPE OF NOISE	DESCRIPTION OF NOISE DISTURBANCE
	START	FINISH			
e.g. 25/9/25	e.g.: 0900	e.g.: 0930	e.g.: 30 mins	e.g.: Stereo music	e.g.: Could clearly hear bass component of stereo music with all doors and windows closed.

NOISE INVESTIGATION REQUEST

SHIRE OF MERREDIN
INNOVATING THE WHEATBELT

LOG SHEET

DATE	TIME		DURATION	TYPE OF NOISE	DESCRIPTION OF NOISE DISTURBANCE
	START	FINISH			
e.g. 25/9/25	e.g.: 0900	e.g.: 0930	e.g.: 30 mins	e.g.: Stereo music	e.g.: Could clearly hear bass component of stereo music with all doors and windows closed.