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## NSW Planning Portal – Applying for an Occupation Certificate

Follow this link https://www.planningportal.nsw.gov.au/ Login using the My Account tab in the top right-hand corner. You can login using an existing Service NSW account, or you can create a separate account. Once logged in, select the 'New' tab in the top left-hand corner. Select 'Post Consent Certificate' from the list of options on the left-hand side of the screen. Select Occupation Certificate. Follow the steps until submission.