



APPLICATION FORM FOR ACCESS TO DOCUMENTS

(Pursuant to the *Freedom of Information Act 1992*, Section 12)

APPLICANT DETAILS

Surname: _____ Given Names: _____

Australian Postal Address: _____ Postcode: _____

Telephone: _____ Mobile: _____

Email: _____

If Application is on behalf of an Organisation (Name of Organisation): _____

REQUEST

Type of Request Please tick

Personal Documents (incurs no fees and will contain information pertinent to applicant **only**)

Non-Personal Information (incurs \$30 application fee and additional charges may apply)

Details of Request

I am applying for access to document/s concerning:

(Please provide as much information as possible to identify the documents i.e. location/address, subject matter, date(s))

Specify Dates: From _____ To _____

CONSULTATION Please tick if you give consent

I consent to all "Personal Information" and or "Commercial Information" of third parties being deleted from the requested document/s

I consent to third parties being given my name as the applicant requesting the information

FORM OF ACCESS Please tick

Email (the City's preferred form of access *where applicable*)

Inspection of the document/s

Physical Hard Copy (**charges will apply**)

SIGNATURE _____ **DATE** _____