

Please complete this form to apply for informal access to government information under *Government Information (Public Access) Act 2009 (GIPA Act)*. If you need help in filling out this form, please contact the Right to Information Officer on 4677 1100 or visit our website at [www.wollondilly.nsw.gov.au](http://www.wollondilly.nsw.gov.au).

**YOUR DETAILS**

Surname: ..... Title: Mr / Ms

Other names: .....

Postal address: ..... Postcode: .....

Day-time telephone: ..... Facsimile: .....

Email: .....

Do you have special needs for assistance with this application: .....

.....

I agree to receive correspondence at the above email address.

**COPY CHARGES**

Copy charges may apply in accordance with Council's adopted fees and charges.

**FORM OF ACCESS**

How do you wish to access the information?

- |   |   |
|---|---|
| <input type="checkbox"/> Inspect the document(s) at Council     | <input type="checkbox"/> A printed copy of the document(s)              |
| <input type="checkbox"/> Access in another way (please specify) | <input type="checkbox"/> A digital (PDF) copy of the documents by email |

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**IF THE INFORMATION IS ABOUT PROPERTY:**

**PROPERTY DETAILS**

Lot No ..... DP / SP ..... Development / Building Application No. ....

Property Address: .....

Description of Development .....

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**NB: OWNERS CONSENT IS REQUIRED FOR REQUESTS FOR COPIES OF S.6.7 BUILDING INFORMATION CERTIFICATES**

**GOVERNMENT INFORMATION**

Please describe the information you would like to access in enough detail to allow us to identify it. If you are enquiring about structures, you need to estimate the age of the structure.

*(Note: If you do not give enough details about the information, Council may refuse to process your application. If you have insufficient space, please attach a separate statement to this form.)*

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Have you given details about the estimated age of the structures? .....

**Privacy And Personal Information Protection Notice**

The purpose of collection of your personal information is for public access to government information council holds. Provision of this information is voluntary and is required to process your application. You are entitled to have access to this form to correct or amend it after you have given it to council by contacting councils Privacy Contact Officer. This form will be placed on a relevant file in council's electronic records management system when the request has been processed and the enquiry is complete. This form will be used by council staff and is publicly available under the *Government Information (Public Access) Act 2009*.

Please lodge this form at: Council Chambers, 62 – 64 Menangle Street, Picton OR post this form to PO Box 21, Picton

**OFFICE USE ONLY**

Date application received ..... Trim Reference:.....

Documents Issued: .....

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