

5. Disclosure Log

If the information sought is released to you and would be of interest to other members of the public, details about your application may be recorded in the Council's 'disclosure log'. This is published on Council's website.

Do you object to this? **Yes / No** (circle one)

6. Application Fee

I attach payment of the **\$30 application fee** by cash/cheque/money order (circle one). Do not attach cash by post.

Council may contact you in writing in the near future if you are required to provide an advance deposit, pursuant to section 68 of Government Information (Public Access) Act or provide us information regarding your personal factors pursuant to section 55 of the Government Information (Public Access) Act.

7. Discount in processing charges

A charge for processing the application (\$30/hour) may be applicable. Some applicants may be entitled to a 50% reduction in their processing charges. If you wish to apply for a discount, please indicate the reason and provide supporting documentation.

- Financial hardship – please attach supporting documentation (eg a pension, Centrelink card, full-time student etc). (s.65 & cl.9(a) & (c) Reg)
- Non-profit organisation – please attach supporting documentation (cl.9(c) Reg)
- Waiver of charge for personal information application (20 hours) (s.67)
- Special benefit to the public (please specify and provide reasons) _____

8. Signature

Signature of Applicant

Date

Office use only

Date application received:File reference:

Satisfied as to Identity of Applicant No Yes Date:

Identity Document Sighted No Yes Type:

Privacy Notice

Personal information requested on this form is required to provide access to Council's records. The supply of information is voluntary but if you cannot provide the information requested, Council may not be able to process your application. The intended recipients of your information are council officers but information may be made available to the general public under the Government Information (Public Access) Act 2009. Council is to be regarded as the agency that holds the information. You may request access or amendment to records containing personal information under the Government Information (Public Access) Act or Privacy & Personal Information Protection Act 1998. This form will be placed in Council's records management system.