

Application under Section 13 of the Privacy and Personal Information Protection Act 1998: To determine whether Council holds personal information about a person

Personal information held by the Council

I, ⁽¹⁾ _____

(1) Insert full name

of ⁽²⁾ _____

(2) Insert address

Hereby request the General Manager of ⁽³⁾ _____

(3) Insert name of Council

provide the following:

• Does the Council hold personal information about me? Yes No

• If so, what is the nature of that information?

• What is the main purpose for holding the information?

• Am I entitled to access the information? Yes No

My address for response to this application is:

Note to applicants

Council **will not** record your address or any other contact details that you provide for any other purpose other than to respond to your application.

As an applicant, you have a right of access to personal information concerning yourself that is held by the Council under section 14 of the Privacy and Personal Information Protection Act 1998 (PPIPA). There is a separate application form to gain access.

The Council may refuse to process this application in part or in whole if:

- there is an exemption to section 13 of the PPIPA; or
- a Code of Practice may restrict the operation of section 14.

Enquiries concerning this matter can be addressed to:

Edward River Council
PO Box 270
DENILQUIN NSW 2710
council@edwardriver.nsw.gov.au