

## Application under section 14 of the Privacy and Personal Information Protection Act 1998: For access to Applicant's Personal Information

### Personal information held by the Council

I, <sup>(1)</sup> \_\_\_\_\_

(1) Insert full name

of <sup>(2)</sup> \_\_\_\_\_

(2) Insert address

Hereby request that the <sup>(3)</sup>  
\_\_\_\_\_

(3) Insert name of Council

provide me with:

- (a) access to all personal information held concerning myself; or  
 (b) access to the following personal information only (**LIST INFORMATION REQUIRED BELOW**):

\_\_\_\_\_  
\_\_\_\_\_

My address for response to this application is:

\_\_\_\_\_

State: \_\_\_\_\_ Post Code: \_\_\_\_\_

### Note to applicants

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).

You are entitled to have access without excessive delay or cost. Council may refuse to process your application in part, or in whole, if:

- the correct amount of fees has not been paid;
- there is an exemption to section 14 of the PPIPA; or
- a Code of Practice may restrict disclosure.

Enquiries concerning this matter can be addressed to:

Edward River Council  
PO Box 270  
DENILIQUN NSW 2710  
[council@edwardriver.nsw.gov.au](mailto:council@edwardriver.nsw.gov.au)