Access Application (section 41 of the Government Information (Public Access) Act 2009)

About this form
You may use this form to apply to Council for formal access to government information under the Government Information (Public Access) Act 2009. Before completing this form please speak to the Information Access Team to confirm it is necessary. A section 41 access application is rarely required.

How to complete this form
1: Ensure that all fields have been filled out correctly.
2: Please note that fields on this form marked with an * are mandatory and must be completed before submitting the application.
3: Once completed, please refer to the lodgement details section for further information.

Part 1: Applicant Details

<table>
<thead>
<tr>
<th>Title</th>
<th>Given Name/s *</th>
<th>Family Name *</th>
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Postal Address*

Home Number          Mobile Number          Business Number

Email Address

☐ I agree to receive correspondence to the above email address

Part 2: Proof of Identity (if relevant)

Only required when seeking access to personal information about yourself. Please provide proof of identity in the form of a certified copy of any one of the following documents:

- Australian driver’s licence
- Current Australian passport
- Other proof of signature and current address details

Part 3: Government Information

Please describe the information you seek. Note: If you do not give enough details about the information, we may not be able to process your application. You should also advise if the information is your personal information.

Part 4: Form of Access

Please indicate how you wish to access the information.

- Inspect the document(s)
- A copy of the document(s)
- Access in another way (specify below)

Please specify how you would like to access the information.
Financial hardship - please attach supporting documentation (e.g. a pension card)

If a special benefit to the public, please provide further explanation in this space:

Receipt number (RC 050)

Date Application Received

Receiving Officer

Office Use Only

You can lodge the completed application by:

EMAIL: council@cityofsydney.nsw.gov.au

Write credit card payment receipt number (see Part 6 above)

MAIL: City of Sydney, GPO Box 1591, Sydney NSW 2001

IN PERSON: Town Hall House - Level 2, 456 Kent Street, Sydney

See our website for details of all customer service centres and opening hours:


WHAT NOW: We will phone, send an email and/or write a letter within 5 working days.

TELEPHONE: (02) 9265 9333 or visit our WEBSITE: www.cityofsydney.nsw.gov.au

Further Information

General information about the GIPA Act is available by calling the Information and Privacy Commissioner on free call 1800 472 679) or at its website: https://www.ipc.nsw.gov.au/