



# Government Information (Public Access) Act 2009 ACCESS APPLICATION

Please complete this form to apply for formal access to government information under the *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 1300 676 243 or visit our website at [www.murrumbidgee.nsw.gov.au](http://www.murrumbidgee.nsw.gov.au)

## 1. Your details

**Surname:** .....

**Other names:** .....

**Business/Organisation name:** .....

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

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

**Email:** .....

*The questions below are optional and the information will only be used for the purposes of providing better service.*

**Place of birth:** ..... **Main language spoken:** .....

**Aboriginal or Torres Strait Islander: Yes / No** (circle one)

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

.....  
.....

I agree to receive correspondence at the above email address.

## 2. Government information

Please describe the information you would like to access in enough detail to allow us to identify it.

Note: If you do not give enough details about the information, the agency may refuse to process your application.

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Are you seeking personal information? **Yes / No** (circle one)

**3. Form of access**

How do you wish to access the information?

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

**4. Application Fee**

I attach payment of the **\$30 application fee** by (please tick):  Cheque (enclosed)

Electronic Fund Transfer BSB: 633 000 Acct: 146126420 Reference: Applicants Name

Credit Card Card Type:..... Card Number:.....

Card Holders Name:..... Expiry Date:.....

**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 agency's 'disclosure log'. This is published on the agency's website.

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

**6. Discount in processing charges**

If you are given access to the information sought, you may be asked to pay a charge for processing the application (\$30 / hour). 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:

Financial hardship – please attach supporting documentation (eg a pension or Centrelink card).

**AND / OR**

Special benefit to the public – please specify why below:

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.....  
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Applicant's signature: .....

Date: .....

*General information about the GIPA Act is available by calling the Office of the Information Commissioner on freecall 1800 194 210 or at its website: <www.informationcommissioner.nsw.gov.au>.*

**Office use only**

Date application received: .....

File reference:.....

Form can be emailed to [mail@murrumbidgee.nsw.gov.au](mailto:mail@murrumbidgee.nsw.gov.au) or posted to PO BOX 96 Jerilderie NSW 2716. Alternatively it can be dropped off to one of our offices below:

Darlington Point Office  
21 Carrington Street  
PO Box 5  
DARLINGTON POINT NSW 2706  
Telephone: 02 6960 5500

Coleambally Office  
39 Broлга Place  
COLEAMBALLY NSW 2707  
Telephone: 02 6954 4060

Jerilderie Office  
35 Jerilderie Street  
PO Box 96  
JERILDERIE NSW 2716  
Telephone: 03 5886 1200

Email: [mail@murrumbidgee.nsw.gov.au](mailto:mail@murrumbidgee.nsw.gov.au)  
Website: [murrumbidgee.nsw.gov.au](http://murrumbidgee.nsw.gov.au)

All correspondence to be addressed  
to: General Manager

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