

APPLICATION FORM



INFORMAL ACCESS TO NORTH SYDNEY COUNCIL INFORMATION

Government Information (Public Access) Act 2009

About this form

Important information: please read carefully before completing your application.

1. This form is to be used for access to information held by Council.
2. Council will provide access to information it holds except where there is a requirement exempting Council from releasing the information or where there is an overriding public interest against disclosure of the information.
3. Council will not disclose the name, address or other personal information of members of the community who report, in good faith, information to Council relating to actions of others who may have acted contrary to laws and regulations.
4. Applications for access to information will be assessed in accordance with the relevant legislative requirements and procedures. The *Access to Council Information Policy* and Council's *Publication Guide*, which are available on our website (www.northsydney.nsw.gov.au), provide more information on these processes.

Fees and charges

There is no application fee for informal requests for information under the *Government Information (Public Access) Act 2009*. Fees do apply for Council publications or for reproduction of information.

Note: Council encourages applications for access to information to be made, in the first instance, under the informal request provisions of the Government Information (Public Access) Act 2009.

APPLICANT'S DETAILS

Business Name:

Contact Name:

Title (Mr/Mrs/Ms):

Postal Address:

Postcode:

Telephone Number (H)

(W)

(M)

Fax Number:

Email:

INFORMATION REQUESTED

The information relates to my personal affairs Yes No

I am the owner of the property to be inspected Yes No

I act for the owner of the property and wish to inspect information Yes No
(If Yes letter of consent required)

PROPERTY DETAILS

Street Address:

Application Number:

Lot Number:

DP or SP Number:

Approximate Age of Building:

Building Name:

INFORMATION REQUESTED		
Please tick the types of information you are seeking or provide further details:		
<input type="checkbox"/> Development Application Consent	<input type="checkbox"/> Planner's Report	<input type="checkbox"/> Application Form
<input type="checkbox"/> Building Application Consent	<input type="checkbox"/> Building Certificate	<input type="checkbox"/> Supplementary DA Information
<input type="checkbox"/> Submission letter(s) to Development Application		
Is the information required prior to 5 April 2001? <input type="checkbox"/> Yes <input type="checkbox"/> No		
For plans please tick one box only: <input type="checkbox"/> 1920-1988 <input type="checkbox"/> 1989-1994 <input type="checkbox"/> 1995-1999 <input type="checkbox"/> 2000-2005 <input type="checkbox"/> 2006>		
Further details on information requested:		

FOR COPYRIGHT REQUIREMENTS, THE COPYRIGHT OWNER'S (E.G. ARCHITECT, ENGINEER, SURVEYOR, CONSULTANT) CONSENT IS REQUIRED FOR COPIES OF PLANS.

FOR COPIES OF BUILDING CERTIFICATES, THE PROPERTY OWNER'S CONSENT IS REQUIRED.

PRIVACY STATEMENT	
<p>Personal details requested on this form will only be used for the purpose of processing your application. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council may not be able to process your application. Access to the information is restricted to Council officers and other authorised people. You may make application for access or amendment to information held by Council. Applications by members of the public to view Council's records are subject to the provisions of Council's Privacy Management Plan, <i>Section 18 Government Information (Public Access) Act 2009 & Schedule 1 - Government Information (Public Access) Regulation 2009.</i></p> <p>I have read and understand the Privacy Statement</p> <p>Signed: Date:</p>	

FOR COUNCIL USE – Reproduction charges 2011/2012 (FIM09)		
<input type="checkbox"/> \$1.00 per single side A4 Black & White	<input type="checkbox"/> \$2.50 per single side A4 Coloured	
<input type="checkbox"/> \$1.50 per single side A3 Black & White	<input type="checkbox"/> \$3.50 per single side A3 Coloured	
<input type="checkbox"/> \$1.50 per single side A4 Black & White Plan	<input type="checkbox"/> \$3.50 per single side A3 Black & White Plan	
<input type="checkbox"/> \$3.00 per single side A4 Coloured Plan	<input type="checkbox"/> \$6.00 per single side A3 Coloured Plan	
<input type="checkbox"/> \$20.00 per single side greater than A3 Plan		
Total Paid (Code 57): \$	Date:	Receipt No:
Information obtained for search:		
Appointment Date:	Time:	GIPA Reference #:

HOW TO LODGE THIS APPLICATION	
Courier or Personal Delivery: 200 Miller Street, North Sydney (Cnr Miller & McLaren Streets)	
Post: PO Box 12, North Sydney 2059	Fax: 9936 8177
Email: council@northsydney.nsw.gov.au	Enquiries: 9936 8100