



# 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 Council or visit our website at [www.murrayriver.gov.au](http://www.murrayriver.gov.au)

YOUR DETAILS			
Surname:		Title:	
Given Names:			
Postal Address:			
Phone No:		Mobile No:	
Fax No:		Preferred Way of Contact:	
Email:			
The questions below are optional and the information will only be used for the purposes of providing better service.			
Main language spoken:		Place of Birth:	
Do you need assistance completing this application?			<input type="checkbox"/> Yes <input type="checkbox"/> No

PROOF OF IDENTITY
(Only required when an applicant is requesting information on their own behalf) <b>When seeking access to personal information, an applicant must provide proof of identity in the form of a CERTIFIED COPY of any one of the following documents:</b>
<input type="checkbox"/> Australian Driver's Licence (with photograph, signature and current address) <input type="checkbox"/> Current Australian Passport <input type="checkbox"/> Other proof of signature and current address details

GOVERNMENT INFORMATION	
Please describe the information that 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)	
Are you seeking personal information?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Government Information (Public Access) Act 2009  
Access Application**

**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 specific) \_\_\_\_\_

**APPLICATION FEE**

I attach payment of the \$30 application fee (NOTE Please do **NOT** send cash by post)

**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 Council's Disclosure Log which is published on Council's website

Do you object to this?  Yes  No

**DISCOUNT IN PROCESSING CHARGES**

You may be asked to pay a charge for processing the application ( \$30 per 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 (Pension or Centrelink Card)  
**And / Or**
- Special benefit to the public – please specific why: (NOTE: this decision is at the discretion of Council)

**SIGNATURE**

Applicant's Signature:		Date:	
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Post: Murray River Council, PO Box 21, Mathoura NSW 2710

In Person:	MATHOURA	21-25 Conargo Street, Mathoura	(03) 5880 3500
	MOULAMEIN	20 Tualka Terrace, Moulamein	(03) 5887 5007
	MOAMA	6 Meninya Street, Moama	(03) 5482 3852
	BARHAM	15 Murray Street, Barham	(03) 5453 3500

**Privacy and Personal Information Protection Notice:** The personal information provided is collected for the purpose as stated on this document. Supply of the personal information is legally required and non-supply could cause delay or inability to proceed in the processing of this form. The personal information will be handled in accordance with the Privacy and Personal Information Protection Act 1998 (NSW)

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**Office Use Only:**

Date Received:		File Reference:	
Identity Document sighted:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Type of Identity:	
Satisfied as to Identity of Applicant	<input type="checkbox"/> Yes <input type="checkbox"/> No		