

# Request for access under the Freedom of Information Act

I wish to access the document(s) detailed below from the Centennial Park & Moore Park Trust.

## DETAILS OF APPLICANT

Surname: \_\_\_\_\_

Given Names: \_\_\_\_\_

Australian Postal Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Telephone Number(s): \_\_\_\_\_

## DETAILS OF REQUEST

I request access to document (s) concerning matters that are:

- |                                       |   |                                     |
|---------------------------------------|---|-------------------------------------|
| <input type="checkbox"/> Personal     | } | Place a tick in the appropriate box |
| <input type="checkbox"/> Non Personal | } |                                     |

Title or description of document(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## FORM OF ACCESS

I wish to inspect the document(s)  yes  no } Place a tick

I require a copy of the document(s)  yes  no } in the

I require access in another form  yes  no } appropriate box

(specify) \_\_\_\_\_

**FEES AND CHARGES**

Attached is a cheque/cash to the amount of \$30 to cover the application fee.

I understand that I may be required to pay processing charges in respect of this request and that I will be supplied with a statement of charges if appropriate.

Note: In certain cases a 50% reduction in fees and charges may apply - see the section on fees and charges.

If you consider you are entitled to a reduction, submit a request with copies of supporting documents with this form.

I am requesting a reduction in fees  yes } Place a tick in the  
 no } appropriate box

APPLICANT'S SIGNATURE: \_\_\_\_\_ Date: ...../...../.....

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**GUIDE TO LODGING YOUR FOI APPLICATION**

- \* Applicants are to provide sufficient information to enable the correct document/s to be identified.
- \* If you are seeking documents relating to your personal affairs the agency may request proof of your identity.
- \* If you are seeking a document(s) on behalf of another person relating to their personal affairs, the agency may ask you to submit a consent form signed by that person.
- \* A request will be dealt with as soon as practicable (and in any case, within 21 days) after it is received. However, the 21 day period may be extended by a further 14 days if special circumstances exist, such as the need to consult or to locate and retrieve archived documents.
- \* Any agency, on receiving an FOI application, may assist the applicant to direct the application to another agency or transfer the application to another agency as appropriate.

For Further Information: Refer to the FOI Act - available from the NSW Government Information Centre, or FOI publications available through public libraries, community centres and government agencies, or ring the Centennial Parklands FOI Officer (02) 933 6699

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**OFFICE USE ONLY**

Date Received: / /200

Acknowledgment Sent: / /200