

Open Access Application

Government Information (Public Access) Act 2009



ABOUT THIS FORM

Enquiries: 1300 581 299 www.bayside.nsw.gov.au

Please complete this form to apply for open access to government information held by Bayside Council under the *Government Information (Public Access) Act 2009* (GIPA Act). There is no application fee payable for open access information. Photocopying charges may apply to your application.

You can submit your application form in person at one of Council's Customer Services Centres – 444-446 Princes Highway **Rockdale** or 152 Bunnerong Road **Eastgardens**, or post it to Bayside Council, PO Box 21 Rockdale NSW 2216, or email to council@bayside.nsw.gov.au

PART A – Applicant Details			
Ms <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Other	Family Name	Given Name	
ACN (if corporate entity)	Corporation Name		
Email:			
Address: No.	Street	Suburb	Postcode
Phone	Alt.	Mobile	Fax

PART B – Information Requested			
Please describe the information you would like to access			
Address of Property you like to gain information about			
Address: No.	Street	Suburb	Postcode
DP/SP and Lot No.	Are you the Owner? Yes <input type="checkbox"/> No <input type="checkbox"/>		DA No.
Other			
For what reason do you need these files?			

PART C – Owner’s and/or Copyright Owner’s Consent

*(If required) I consent to a copy of the DA, BA or CC Plans or other documents being supplied to this applicant

Full Name	Full Name	Full Name
Signature	Signature	Signature
Date	Date	Date

PART D – Forms of Information

How do you wish to access the information?

<input type="checkbox"/> Inspect the documents	<input type="checkbox"/> Be provided with a hard copy of the documents
<input type="checkbox"/> Be provided with an email providing electronic copy	<input type="checkbox"/> Access in another way

PART E – Declaration

I will strictly observe any reasonable direction given by a Council officer in relation to accessing Council information. I will not write or otherwise deface, damage or remove any records. I understand that copies are provided for information purposes only under the *Government Information (Public Access) Act 2009*. I will not use the information in any way that may infringe on the copyright of third parties

Applicant’s Signature	Date
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Privacy Statement

Completion of this document is voluntary – partially completed applications may result in refusal of the application. The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation.

Advice to Applicant:

- Copies of documents are provided by Council in order to comply with relevant legislation. Copyright laws may still apply to each document and the copyright owner’s consent must be provided before Council can supply plans or other documents that are subject to copyright.
- Council endeavours to provide information requested as quickly as possible, however complex searches or historical information may take longer.
- If you wish to view the information requested an appointment will be made with you when the files are ready for viewing
- Where appointments are booked and are not attended without any prior notice, the application will be considered finalised
- Where a document is indicated as Open Access Information or would be released without a Formal Access Application but contains Personal Information or other information that would prevent the release of the document Council will (where practical) provide a copy of the document with the information removed in accordance with S.17(4) of the GIPA Act.

General information about the GIPA Act is available by calling the Information and Privacy Commission NSW on Freecall 1800 ipc nsw (1800 472 679) or at its website www.ipc.nsw.gov.au or email ipcinfo@ipc.nsw.gov.au

Postal address

PO Box 21, Rockdale NSW 2216
ABN 80 690 785 443

Bayside Customer Service Centres

Rockdale Library, 444-446 Princes Highway, Rockdale
Westfield Eastgardens, 152 Bunnerong Road, Eastgardens

E council@bayside.nsw.gov.au

W www.bayside.nsw.gov.au

T 1300 581 299 | 02 9562 1666

Telephone Interpreter Services: 131 450 Τηλεφωνικές Υπηρεσίες Διερμηνέων | خدمة الترجمة الهاتفية | 電話傳譯服務處 | Служба за преведување по телефон