NOTE TO APPLICANT

As an applicant, you have a right to access to your personal information held by the Council under section 14 of the Privacy and Personal Information Protection Act 1998 (“the Act”).

You are entitled to have access without excessive delay or cost.

Council may refuse to process your application in part or in whole if:

• The correct amount of fees has not been paid
• There is an exemption to section 14 of the Act; or
• A Code of Practice may restrict disclosure.

Enquiries concerning the application should be made to Manager Governance on 9748 9976.

REQUEST FOR ACCESS TO APPLICANT’S PERSONAL INFORMATION HELD BY COUNCIL

Name: _____________________________________________________________

Address: __________________________________________________________

__________________________________________________ Postcode: __________________________

Hereby request that the Council provide me with:

(a) access to all personal information held concerning myself; or

(b) access to the following personal information only (please specify): __________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Send Applications to: The Public Officer, Strathfield Council, PO Box 120, Strathfield NSW 2135.

Address: 65 Homebush Road Strathfield  Phone: (02) 9748 9999  Fax: (02) 9764 1034

Email: council@strathfield.nsw.gov.au