



# APPLICATION TO DETERMINE WHETHER COUNCIL HOLDS PERSONAL INFORMATION

(under s.13 Privacy and Personal Information Protection Act 1998)

## NOTE TO APPLICANT

Should you provide your address or other contact details the Council will not record those details for any other purpose other than respond to your application.

As an applicant, you have the right of access to personal information concerning yourself that is held by Council under section 14 of the Privacy and Personal Information Act 1998 ("the Act"). There is a separate application form to gain access.

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

- there is an exemption to section 13 of the Act; or
- a Code may restrict the operation of section 14.

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

## REQUEST TO AMEND PERSONAL INFORMATION HELD BY COUNCIL

I, \_\_\_\_\_ of  
(address) \_\_\_\_\_

hereby request the General Manager of Strathfield Council provide the following:

Does the Council hold personal information about me? YES/NO (Please circle)

If so, what is the nature of that information?: \_\_\_\_\_

\_\_\_\_\_

What is the main purpose for holding the information?: \_\_\_\_\_

\_\_\_\_\_

Am I entitled to access the information? YES/NO (Please circle)

My address for response to this Application is: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

**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](mailto:council@strathfield.nsw.gov.au)