

Mandatory Disclosure Proactive Release – Informal Release Application

Government Information (Public Access) Act 2009

OFFICE USE ONLY

Doc Set ID Number:

Date:

LODGEMENT OF APPLICATION

Council: Monday-Friday, 8:00am-4:30pm
Auburn Service Centre - 1 Susan Street, Auburn NSW 2144
Merrylands Service Centre - 16 Memorial Avenue, Merrylands NSW 2160

Mail: The General Manager, Cumberland Council, PO Box 42, Merrylands NSW 2160

Email: council@cumberland.nsw.gov.au

Council endeavours to expedite the release of the requested information, as soon as possible within 20 working days after receipt of the application. Photocopying charges may apply if copies of the relevant information are requested. If you need assistance with completing this form, please contact the Access to Information Officer on 8757 9000.

1. Applicant details

Title: Mr Mrs Ms Miss

Surname: First Name:

Contact number(s):

Contact email:

Postal Address: Unit no: House no:

Street:

Suburb: Postcode:

2. Proof of Identity

Only required when an applicant is requesting information on their own behalf.

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:

- Australian driver's licence (with photograph, signature and current address)
- Current Australian Passport Other proof of signature and current address details

3. Type of Information

1. Information relating to a property

Property address:

Lot: DP: SP: Sec:

Application Number:

Description of Building:

Approximate age of Building:

Are you the property owner: Yes No

Please tick the information being sought:

<input type="checkbox"/> DA/CC application Form	<input type="checkbox"/> DA, BA or CC Consent	<input type="checkbox"/> Home Owners Warranty Insurance
<input type="checkbox"/> Construction Certificate	<input type="checkbox"/> Building Certificate	<input type="checkbox"/> Plans – Copyright Consent Required
<input type="checkbox"/> Planner's report	<input type="checkbox"/> Submissions to DA	<input type="checkbox"/> Statement of Environmental Effects
<input type="checkbox"/> Occupation Certificate	<input type="checkbox"/> Land Contamination Consultant Reports	

2. Penalty Infringement Photographs

Infringement No: Registration No:

Prior to you being permitted access to this photograph, you must provide Council with identification e.g. Driver's Licence, as well as proof of ownership of this vehicle

3. Other Information

Please describe the information you would like to access in enough detail to allow us to identify it

4. Form of Access

How do you wish to access the information?

<input type="checkbox"/> Inspect the document(s)	
<input type="checkbox"/> A copy of the document(s)	
<input type="checkbox"/> Access in another way (please specify):	<input type="text"/>

5. PRIVACY NOTE

Council will collect and hold the personal information contained in this application for the purpose of processing the application. The intended recipients of the personal information are officers within Council. The supply of personal information by you is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your application.

You may make an application for access or amendments to your personal information held by Council under the *Privacy and Personal Information Protection Act 1998 (PPIP Act)* or the *Government Information (Public Access) Act 2009 (GIPA Act)*. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the PPIP Act.

Information provided to Council in correspondence, submissions or requests, including your personal information, may be made publicly available, including on Council's website, under the GIPA Act. Please notify us if you object to the disclosure of your personal information.

Signature

Applicant Signature: Date: