



Manly Council

Council Offices 1 Belgrave Street Manly
PO Box 82 MANLY NSW 1655
DX 9205 Manly www.manly.nsw.gov.au
Phone 02 9976 1500 Fax 02 9976 1400
Email: records@manly.nsw.gov.au

GENERAL Information Access Request Form

Please complete this form to apply for access to Council information
under the Government Information (Public Access) Act 2009 (GIPA
Act). ABN 43 662 868 065

Applicant Details

Name/Company

Postal Address

Suburb

Postcode

Telephone

Email

☐ I agree to receive correspondence at the above email address

Signature

Date

Property Details

Lot No.

Parcel No.

DP/SP No.

Street No.

Street name

Suburb

Postcode

Details of Information requested

Describe the
information you
wish to access in
enough detail for
us to identify it.
Insufficient detail
may result in a
delays.

*Optional. Helps identify other/alternate information relevant to your request.

Reason for information request

Proof of Identity

Do you seek access to your own personal information? Yes ☐ No ☐

If yes, please indicate what proof of your identification (certified copy) you have attached to this request:

- ☐ Current Australian driver's licence; or
☐ Current Australian passport; or
☐ Current Australian Credit Card
☐ Other, please specify

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You acknowledge copies of documents are provided to for information only and that you must obtain the copyright owner's consent if used for any other purpose.

Signature

Date

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Information removed (Office use only)

If you are dissatisfied with Councils decision to withhold information you may wish to lodge a formal application or contact the Office of the Information Commissioner on 1800 463 626.

Office use only

Date received

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Officer

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Date processed

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Charges (\$)

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Officer

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Form of Access (to be completed when information supplied)

☐ In person

Applicants signature

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Date

--

☐ Electronically

Form/Method

--

Date

--

☐ Other

Form/Method

--

Date

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