



Formal Access Application pursuant to section 41 of the Government Information (Public Access) Act 2009 (GIPAA)

INFORMATION: This form is to assist you to apply for access to information held by Berrigan Shire Council, pursuant to the *Government Information (Public Access) Act 2009 (GIPAA)*. GIPAA has replaced the *Freedom of Information Act 1989 (Fol Act)*.

This Access Application will be determined within 20 working days from the date it is received by Berrigan Shire Council, unless an extension of time applies, in which case you will be duly notified.

1. Applicant's Details

Title	
Full Name	
Company (if applicable)	
Postal Address	
Email	
Mobile	

2. Information Requested by the Applicant

3. Reason for requesting the information.

A public interest test will be applied to the information sought in this Access Application. In this regard if you wish to make a submission as to what public interest considerations you think should be considered in determining your request, please attach your submission to this form.

Are you applying for a discount or waiver of the processing fee? If yes, on which grounds?

	Financial hardship (50% reduction)	Section 65
	Special public benefit (50% reduction)	Section 66
	Waiver of charge for personal information application (20 hours)	Section 67

Berrigan Shire Council may contact you in writing soon if you are required to provide an advance deposit, pursuant to section 68 of the GIPAA or provide us information regarding your personal factors pursuant to section 55 of the GIPAA.

4. Preferred means of accessing the request information/documents:

- To receive a copy?
- Inspect the documents at the Councils' office.

In some other way? (Please specify below)

Lodging the request.

Council Office	52 Chanter Street BERRIGAN NSW 2712
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You are required to pay \$30.00 when you lodge this request, pursuant to section 41 of the GIPAA. Further, this Access Application may incur a process charge of \$30.00 per hour, pursuant to section 64 of the GIPAA. However, section 64(3) provides that your Application fee will count as payment towards any processing charge that you may be required to pay.

	Payment is to be made on lodgement at the Berrigan Shire Office.
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_____ (Signature)

_____ (Date)

