

Application for access under Section 13 of the Freedom of Information Act 1991

To: City of Adelaide
Attn: Freedom of Information Officer
GPO Box 2252
Adelaide SA 5001

Details of Applicant

Surname:

Given Names: Title: (Mr/s etc)

Australian Postal Address (required under Section 13(e) of the FOI Act for your application to be valid):

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..... Postcode: Tel:

Email address (if applicable):
(Council will correspond via this method unless you request otherwise)

Details of Application

I request access to document(s) concerning:.....

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These documents **do / do not** contain information about my personal affairs.
(Please cross out whichever does not apply.)

Form of Access

Place a tick in the appropriate box. If access in another form is required please specify form required.

I wish to inspect the document(s)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I require a copy of the documents	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I require access in another form	<input type="checkbox"/> Yes	<input type="checkbox"/> No

.....

(Please specify form required)

Fees and Charges

Attached is a cheque/money order/cash to the amount of \$40.75 to cover the application fee. (Please do not send cash through the mail).

I understand that I may be required to pay processing charges in respect of this request and that I will be supplied with a statement of charges if appropriate.

In certain cases a reduction in fees and charges may apply. If you consider you are entitled to a reduction, send copies of supporting documents with this form.

I am requesting a reduction in fees and charges (please tick appropriate box)

☐ Yes ☐ No

For further information

Refer to the Freedom of Information Act, 1991 - available from the Government of South Australia (South Australian Legislation) web site at www.legislation.sa.gov.au.

Applicant's Signature

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Date/...../.....

