



GIPA INTERNAL REVIEW APPLICATION

Government Information (Public Access) Act 2009 (NSW) (GIPA Act)

NOTE: Internal Review Applications must be lodged within 20 working days of the notice of decision.

Applicant Details

Title

First Name

Last Name

Company Name (if applicable)

Postal Address

Email Address

Phone Number

Mobile Number

Government Information

Access Application Reference Number (if known)

Date of Original Notice of Decision

Has the original application been deemed refused as the decision was not made within the timeframe?

Yes - No fee is applicable pursuant to Section 85 of the GIPA Act

No

Would you like the entire decisions reviewed?

Yes

No - Please specify which decisions you would like reviewed below

Cont.

Grounds for Internal Review

Please outline the reason why you are seeking an internal review.

Please note that pursuant to Section 75 of the GIPA Act, Narrabri Shire Council is not required to create a new document to respond to your application.

Application Fee

Payment of the \$40 application fee will be arranged by:

cash cheque money order credit card direct deposit

(Note: please do not send cash via post. If making payment via direct deposit, an additional \$6.00 administration fee applies)

Form of Access

Where information is located and able to be released, how do you wish to access this information?

A copy of the document(s)

Inspect the document(s)

Access in another way (please specify)

Privacy Statement

Narrabri Shire Council is subject to the *Privacy and Personal Information Protection Act 1998* and the *Health Records and Information Privacy Act 2002* which require this agency to comply with Information and Health Privacy Principles.

Your personal information is being collected to process your application for information. Council may use your personal information for the purposes of processing your application within the agency.

Council is required to collect personal information directly from the individual unless the individual has authorised collection of the information from someone else. Council will not disclose your personal information without your consent unless authorised by law.

Your personal information will be held by Council at 46-48 Maitland Street, Narrabri NSW 2390. You have the right to access and correct the information if you believe that it is incorrect.

Applicant's Signature

Signature

Date

Lodgement Details

You can lodge the completed application by:

Telephone: 02 6799 6866

Mail: PO Box 261, Narrabri NSW 2390

In Person: 46-48 Maitland Street, Narrabri NSW 2390

Email: council@narrabri.nsw.gov.au

Fax: 02 6799 6888