



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
E: FOI@cityofadelaide.com.au

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):
.....

..... 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:.....
.....
.....
.....
.....
.....

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) Yes No
- I require a copy of the documents Yes No
- I require access in another form Yes No

.....
(Please specify form required)



Fees and Charges

Attached is a cheque/money order/cash to the amount of \$38.25 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.

Please note:

Lodgement of this application and payment of an application fee does *not guarantee* access to documents. Where legislated exemptions apply, documents may not be released.

Documents which contain information regarding third-party business or personal affairs are subject to consultation with those third parties.

Applicant's Signature

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

