

OFFICE USE ONLY

Date application received: / /

File reference: _____



ACCESS APPLICATION

Government Information (Public Access) Act 2009

Please complete this form to apply for formal access to government information under the *Government Information (Public Access) Act 2009 (GIPA Act)*.

If you need help filling in this form please contact the Commission's Right to Information Officer on 1800 951 755 or visit the Commission's website www.gwic.nsw.gov.au/accesstoinformation

1. YOUR DETAILS

Surname:		Title: Mr / Mrs / Ms / Miss / Dr
Given names:		
<input type="checkbox"/> Member of the Public	<input type="checkbox"/> Legal Representative	<input type="checkbox"/> Private Sector
<input type="checkbox"/> Member of Parliament	<input type="checkbox"/> Media Representative	
Postal Address:		Postcode:
Phone number:		Fax:
Email:		
Aboriginal or Torres Strait Islander: Yes / No (circle one)		
Do you have special needs for assistance with this application:		
I agree to receive written correspondence at the above email address YES / NO (circle one)		

2. PROOF OF IDENTITY

When seeking access to your own personal information, you must attach to this application proof of identity in the form of a certified copy of any one of the following documents:

- Australian driver's licence** (with photo, signature and current address)
- Current Australian passport**
- Other proof of signature and current address details**

3. GOVERNMENT INFORMATION

Please describe the information you would like to access in enough detail to allow GWIC to identify it.

Note: If you do not provide sufficient information, your application may be deemed invalid and GWIC may refuse to process your application.

Are you seeking your own personal information? **Yes / No**

Does your application include a request for the personal information of other persons? **Yes / No**

4. FORM OF ACCESS

How do you wish to access the information?

- Inspect the document(s)**
- A copy of the document(s)**
- Access in another way** (please specify): _____

5. THIRD PARTY CONSULTATION

Under section 54 of the GIPA Act, if the information you are requesting contains information about another person, business or government agency, GWIC may be required to consult with third parties before deciding your application. The purpose of this consultation is for GWIC to determine whether the third party has an objection to disclosure of some or all of the information being requested.

Please indicate whether you consent to your identity as an applicant being disclosed to the involved third party:

Do you object to this? **Yes / No** (circle one)

6. DISCLOSURE LOG

If the information sought is released to you and, the Commission considers the information may be of interest to other members of the public, details about your application may be recorded in GWIC’s ‘disclosure log’. This is published on GWIC’S website.

Do you object to this? **Yes / No** (circle one)

7. APPLICATION FEE

All applications must be accompanied by payment of a \$30.00 application fee.

8. DISCOUNT IN PROCESSING CHARGES

You may be asked to pay a charge for processing the application (\$30 per hour). Some applicants may be entitled to a 50% reduction in their processing charges.

If you wish to apply for a discount, please indicate the reason:

Financial hardship – please attach supporting documentation (eg a pension or Centrelink card).

AND / OR

Special benefit to the public – please specify why below:

9. PAYMENT DETAILS

Payment can be made via cheque or money order made out to the Greyhound Welfare & Integrity Commission, or direct debit payments. Direct debits should reference the applicant's name.

Account name: Greyhound Welfare & Integrity Commission

Bank: Westpac

BSB: 032 - 001

A/C Number: 180 927

10. PRIVACY STATEMENT

GWIC is subject to the *Privacy and Personal Information Protection Act 1998* which requires us to comply with the Information Protection Principles. Your personal information is being collected to process your application for information pursuant to Part 4, Division 1 of the *Government Information (Public Access) Act 2009*. GWIC may use your personal information for the purposes of processing your application. GWIC will not disclose your personal information without your consent unless authorised or required by law. Your personal information will be held at the head office of GWIC at Level 1, 230 Howick St, Bathurst NSW 2795. You have the right to access and correct your personal information if you believe that it is incorrect. If you wish to do so, you can contact the Right to Information Officer on 1800 951 755.

Applications can be lodged through the following channels:

gipa.enquiries@gwic.nsw.gov.au OR

Right to Information Officer
Greyhound Welfare & Integrity Commission
PO Box 718
Bathurst NSW 2795

Applicant's signature: _____

Date: / /