



Access to Applicant's Personal Information

(under the Privacy and Personal Information Protection Act 1998)

PART 1 – DETAILS OF APPLICANT

Title (eg. Mr / Ms / Mrs): _____ Surname: _____

Given Names: _____

Address: _____

City: _____ State: _____ Postcode: _____

Contact phone number during business hours: _____

Applicants Signature: _____ Date: _____

PART 2 – TYPE OF REQUEST

- Request to determine nature of personal information held by Council under s13 of the PPIP Act
- Request for access to personal information under s14 of the PPIP Act) – complete Part 3
- Request to amend personal information under s15 of the PPIP Act – complete Part 4

PART 3 – REQUEST FOR ACCESS

I request access to (please tick one):

- All personal information held by Council concerning myself
- Access to the following personal information only:

PART 4 – REQUEST FOR AMENDMENT

Please amend the following information: _____

Reasons for amendments (please supply copies of supporting documents): _____

SEND APPLICATIONS TO:

The Public Officer, Canterbury City Council, PO Box 77, Campsie NSW 2194

PRIVACY Personal information requested by this form is required to provide you with adequate service and will only be used in connection with this service. The information is held by council and access is restricted to council officers and other authorised people. You may apply to access or amend the information. Refer to www.canterbury.nsw.gov.au/privacy.htm for details.