



Government Information (Public Access) Act 2009 ACCESS APPLICATION

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

Before completing this form, you should read the Authority's publication guide on our website www.barangaroo.com and also check whether the information you are seeking is already publicly available.

If you have any questions about accessing government information, you can also contact the Office of the Information Commissioner by email oiinfo@oic.nsw.gov.au or by telephone freecall 1800 INFOCOM (1800 463 626).

1. YOUR DETAILS

Surname: _____ Title: _____
Mr / Mrs
Ms / Miss

Other names: _____

Postal address: _____

Postcode: _____

Daytime telephone: _____ Facsimile: _____

Email: _____

I agree to receive correspondence at the above email address

The questions below are optional and the information will only be used for the purposes of providing better service

Place of birth: _____ Main language spoken _____

Aboriginal or Torres Strait Islander: Yes / No

Do you have special needs for assistance with this application: _____

2. PROOF OF IDENTITY

(Only required when applicant is requesting information on their own behalf).

When seeking access to personal information, an applicant must provide proof of identity in the form of a certified copy of any one of the following documents:

Australian driver's licence
(with photograph, signature and current address)

Current Australian Passport

Other proof of signature and current address

3. GOVERNMENT INFORMATION

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

Note: Your request does not have to be in any particular form. For example:

- You could ask a question (e.g. what has the Authority approved for tree planting at Headland Park?)
- You could ask for particular documents (e.g. any reports received by the Authority from X concerning Y in the last 12 months)

However, your application is not valid unless you provide enough details to enable the Authority to identify the information you are seeking. You can only apply for access to information that is contained in records that are currently held by the Authority. The Authority cannot be required to create a new document in order to respond to your application but may, if it is more administratively convenient, decide to do so (e.g. to create a summary document rather than to copy all of the source documents)

To minimise processing time and cost to you, you may wish to limit the scope of your application, by clarifying that you are only seeking information contained in certain records held by the Authority, such as:

By date: _____
(e.g. only records created between X and Y date)

By type: _____
(e.g. only external correspondence sent or received by the Authority to/by ABC and not any internal working documents/ papers of the Authority)

By location: _____
(e.g. only records held by the XYZ team of the Authority)

Other: _____

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. APPLICATION FEE

I attach payment of the **\$30 application fee** by cash / cheque / money order (circle one).

Please DO NOT send cash by post.

6. DISCLOSURE LOG

If information is released to you in response to this application and the Authority decides that the information would also be of interest to other members of the public, the information may be publicly released in the Authority's 'disclosure log'.

Do you object to this? **Yes / No** (circle one). If yes, please provide reasons:

Note: You can only object if the information is your personal information, concerns your business, commercial, professional or financial interests, or concerns research that has been, is being or will be carried out by you or on your behalf.

7. DISCOUNT IN PROCESSING CHARGES

If you are given access to the information sought, you may be asked to pay a charge for processing the application (\$30/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 (e.g. a pension or Centrelink card).
- Special benefit to the public – please specify reasons why you consider this discount should apply:

Applicant's signature: _____

Date: _____

Note: Certain time periods apply to the processing of access applications. These time periods begin running from the date on which a valid application is actually received by the Authority.

Once complete, please send this form to:

The Right to Information Officer
Barangaroo Delivery Authority
Level 21, 201 Kent Street
Sydney NSW 2000
T: 02 9255 1700

OFFICE USE ONLY

Date of application received: _____

File reference: _____