



## Freedom of Information Application Form

Please send your completed application form, with a non-refundable fee of \$31.80 to:

**City of Melbourne  
Council Business (FOI)  
GPO Box 1603  
MELBOURNE VIC 3001**

Under the *Freedom of Information Act 1982*, I request access to the following document(s):

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I request copies of the document(s) , OR I wish to inspect the document(s) .

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Postcode:** \_\_\_\_\_

**Contact No:** \_\_\_\_\_

**Email:** \_\_\_\_\_ @ \_\_\_\_\_

- I have enclosed an application fee of \$31.80 which is payable for this request and understand that further charges will be applicable for search time and photocopying.

When processing your FOI application, the City of Melbourne is required to seek the views of any individuals or entities whose information is contained in the documents. During this consultation process, do you consent to the City of Melbourne identifying you as the FOI applicant?

- Yes, I provide my consent to being identified as the FOI applicant.
- No, I would prefer that my identity remain anonymous.

### Privacy collection statement

*The City of Melbourne is committed to protecting your privacy. The personal information you provide on this form, and in support of your application, is being collected by the City of Melbourne for the primary purpose of processing your application. Where required, your identity, and a description of the documents which you seek access to, will be provided to City of Melbourne staff/contractors to enable them to search for the requested documents. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. If you wish to gain access to, or alter any personal information you have supplied on this application, please contact us on +61 3 9658 9658. You can access our privacy policy at [www.melbourne.vic.gov.au](http://www.melbourne.vic.gov.au)*

### Office Use Only

Application Fee Received \_\_\_\_\_ Application No: \_\_\_\_\_