



**Government Information (Public Access) Act 2009
ACCESS APPLICATION FORM**

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 in filling out this form, please contact the Right to Information Officer on 02 9250 7111 or visit our website at www.sydneyoperahouse.com

1. Your details

Name:

Organisation:

Postal address: Postcode:

Day-time telephone: Facsimile:

Email: Mobile:

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

I agree to receive correspondence at the above email address.

2. Proof of identity

Are you seeking access to your own personal information? Yes No (tick one)

If **yes**, you must provide proof of identity in the form of a certified copy of any one of the following documents:

- Australian passport (current)
- Australian driver's licence with photograph, signature and current address
- Other proof of signature and current address details (eg Proof of Age Card or NSW Photo Card)

3. Government information

Please describe the information you are seeking access to in enough detail to allow us to identify it.
Note: If you do not give enough detail about the information, we may refuse to process your application.

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8. Discount in processing charges

You may be asked to pay a charge for processing the application (\$30 / hour) that is separate from the initial application fee. 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:

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9. Disclosure log

Details about your application and the information provided to you may be recorded in the agency’s ‘disclosure log’. This is published on the agency’s website.

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

If **Yes**, please note the grounds on which you object (see S.56 of the GIPA Act)

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10. Applicant declaration

Applicant’s signature:

Date:

11. Lodgement

Please post completed form or lodge is at:

Right to Information Officer
GPO Box 4274
Sydney NSW 2001
OR
GIPA@sydneyoperahouse.com

General information about the GIPA Act is available by calling the Information and Privacy Commission on 1800 472 679 or visit the IPC’s website: www.ipc.nsw.gov.au

Office use only

Date application received:

File reference: