



City of

KINGSTON

Request for access to documents under the Freedom of Information Act 1982

For applications received by Council from 1 July 2019 unto 30 June 2020

Title		First Name		Surname	
Organisation (if applicable)					
Address					
Address continued					
Email Address					
Contact Telephone					

Please be precise in describing the documents you are seeking **including a date range**. You may attach additional details if necessary.

I am seeking access to the following document(s) under Victorian Freedom of Information (FOI) Act 1982:

Documents dated from: _____ Dated to: _____

Do you require personal information of third parties contained within the documents?

Under the FOI Act 1982, Council is required to consult with the third parties to whom the personal information (e.g. names, addresses, phone numbers) relates. Additional processing time will be taken to do this. Third parties often request the identity of the FOI applicant, which Council will only reveal with the consent of the applicant.

Tick if you agree (optional)

- No, I do not need personal information of third parties
- Yes, I agree to my name released to the third parties

How would you like to receive the documents?

Please choose one option by ticking the relevant box

- Copies sent by email
- Copies sent by mail
- I would like to inspect the documents at Council (applicant/s only)

Please see over the page for Fees and Charges

