

+ CUSTOMER REQUEST MANAGEMENT FORM

Please complete the details of your action request below and forward this form to Upper Hunter Shire Council for investigation.



Upper Hunter Shire Council
PO Box 208
Scone NSW 2337

E: council@upperhunter.nsw.gov.au
P: 02 6540 1100

Office locations:

135 Liverpool Street Scone | 34-40 Vennacher Street Merriwa | 47 Mayne Street Murrurundi

To enable the form to be processed ALL sections must be completed

Date:		Time:	
Your Full Name:			
Your Address:			
Your Phone No:			
Your Email:			

Address of premises that Request is directed at (please provide clear details regarding the location)

Street or Road Number	
Street or Road Name	
Town or Location	

Details of Request

Your signature (<i>not necessary when emailing</i>)	

PRIVACY STATEMENT

The personal information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information are officers within Council; data service providers engaged by the Council from time to time; and any other agent of the Council.

The supply of the information is voluntary. If you cannot provide or do not wish to provide the information sought, Council may be unable to process your request. You may make application for access or amendment to information held by Council. You may also make a request that Council suppresses your personal information from a public register. Council will consider any such application in accordance with the Act.

Council is the agency that holds the information.

Enquiries concerning this matter can be addressed to the Public/Privacy Officer.