

GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009 INFORMAL RELEASE - RETRIEVAL FORM - DEVELOPMENT INFORMATION



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

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

1. APPLICANT DETAILS

Company Name: _____

Title: Mr Mrs Ms **Surname:** _____ **Given Name(s):** _____

Postal Address: _____

Suburb: _____ **Postcode:** _____

Contact Number: _____ **Fax:** _____

Email Address: _____

I agree to receive correspondence to the above email address.

2. I REQUIRE ACCESS TO THE FOLLOWING INFORMATION

Property Address: _____ **Lot:** _____ **Deposited Plan:** _____

Development Application File Number (If known): _____

Request for access to the following records (Please tick):

Notice of Determination (Approval) Construction Certificate Occupation Certificate

Structural certification documents Home warranty insurance documents

Plans – Note: Council is required to obtain Copyright approval prior to providing a copy of any plans

Floor Plans (**only** released to the current owner, or with the current owners written consent)

Site Plans & Elevations

Other (please specify) _____

3. 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) _____

4. COPYING CHARGES

Copying charges may apply in accordance with Council's adopted fees and charges.

5. APPLICANT DECLARATION

Applicant's Signature: _____ **Date:** _____

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. Any personal information supplied or collected will only be stored and processed for lawful purposes directly related to the functions and activities of Upper Hunter Shire Council.
General information about the GIPA Act is available by calling the Office of the Information Commissioner on freecall 1800 INFOCOM (1800 463 626) or at its website: www.oic.nsw.gov.au