

Informal Access Request Dividing Fences

In accordance with *Section 18 Government Information (Public Access) Act 2009 & schedule 5 - Government Information (Public Access) Regulation 2009*

Note: This form is to be used for access to adjoining ownership details for the purpose of constructing/ replacing/ repairing a dividing fence under NSW Dividing Fences Act 1991.

Section 1: Applicant's details

First name: _____ Surname: _____ Title: _____
Postal address: _____ Postcode: _____
Telephone number: H _____ W _____ M _____
Email: _____
I wish to receive the information via _____ Mail _____ E-mail _____

Section 2: Information requested

I require access to the following information: My adjoining property owners name and address being _____

The reason I require access to this information is:

To make contact with my adjoining neighbour/s for the purpose of constructing/ replacing/ repairing a dividing fence under the NSW Dividing Fences Act 1991.

Section 3: Property details (property owned by you for adjoining neighbour information)*

Street address: _____

Lot & DP No: _____

Note: Request for ownership details for dividing fences requires confirmation of above property ownership by Council. *If this property is not owned by you, a letter of authorisation from the current owner is required with this form.

Declaration

I declare that I will only use the requested personal information for the purposes of constructing / replacing / repairing a dividing fence under the NSW Dividing Fences Act 1991, and I will not share this information with any third parties.

Signature of applicant: _____

Date: _____

Privacy and personal information protection notice

Purpose of collection: Public access to Council's documents. **Intended recipients:** Council staff and is publicly available under the *Government Information Public Access Act 2009*. **Supply:** Voluntary, a consequence of non provision is that insufficient information will be provided. **Access/ Correction:** Requests for access/ correction of information under the *Government Information (Public Access) Act or Privacy & Personal Information Protection Act 1998*, contact us on 02 4934 9700 or visit our website at maitland.nsw.gov.au **Storage:** This form will be placed on a relevant file and/or will be saved on Councils main records management database when the request has been processed and the enquiry is completed.

Request received by:

Date:

Return the form to:

Maitland City Council

PO Box 220, Maitland NSW 2320

OR

gipa@maitland.nsw.gov.au