

# Freedom of Information

Application for Access to Documents under the  
*Freedom of Information Act 1992*



Town of Cottesloe

## Applicant Details

Name:	
Postal address:	
Phone:	Email:

## Details of Request

Type of request: <input type="checkbox"/> Personal Documents <input type="checkbox"/> Non-personal Documents
Note: personal information is information about you, for example, family details, details of employment, material in personal records etc.
Documents requested (if necessary, please provide further information on an additional page): <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
Please indicate a date range for the documents, if possible:
Form of access: <input type="checkbox"/> Inspection <input type="checkbox"/> Hard copy <input type="checkbox"/> Electronic copy

An application fee of \$30.00 is required for non-personal applications. The application is considered as officially lodged when the application fee has been paid and both parties agree on a manageable scope.

I understand that before I obtain access to documents I may be required to pay processing charges in respect of this application and that I will be supplied with an estimate of charges, if appropriate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_