

# Freedom of Information

DEPARTMENT OF TRANSPORT  
APPLICATION FOR ACCESS TO DOCUMENTS  
(under Freedom of Information Act 1992, S.12)

**DETAILS OF APPLICANT:**

Surname: \_\_\_\_\_

Given names: \_\_\_\_\_

Australian postal address: \_\_\_\_\_

State: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone numbers: (H) \_\_\_\_\_

(W) \_\_\_\_\_

Mobile: \_\_\_\_\_

IF APPLICATION IS ON BEHALF OF AN ORGANISATION:

Name of Organisation: \_\_\_\_\_

**DETAILS OF REQUEST:**

Personal (  )

Non-personal (  )

I wish to apply for access to the following documents:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(Please describe documents specifically, and provide a date range if possible. Attach an additional sheet if necessary)*

FORM IN WHICH ACCESS IS REQUESTED *(please tick appropriate box)*

I require a copy of the documents (  )

I require access in another form (  )

(specify) \_\_\_\_\_

**FEES AND CHARGES**

*(Credit cards are not accepted by this agency).*

Attached is a cheque/cash for the amount of \$30.00 to cover the application fee.

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 a statement of charges if appropriate. In relation to these processing charges, in certain cases a reduction in fees may apply, if you are financially disadvantaged or the holder of a pensioner concession card.

Note: This discount **DOES NOT** apply to the \$30.00 application fee.

I am requesting a reduction in processing charges (  ) yes

(  ) no.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_