



FREEDOM OF INFORMATION APPLICATION

Form for Access to information under the Freedom of Information Act NSW s.17 & s.35

Applicant Details

Title: _____ Given Name: _____ Surname: _____

Postal Address: _____

Telephone Number/s: _____ Email Address: _____

I understand that my 'personal information' is being collected for a request for access to information. My 'personal information' held by UOW may be disclosed inside and outside NSW to process and administer my application. UOW's Privacy Policy can be found at <http://www.uow.edu.au/about/privacy/>

Details of Application

I request access to the following documents:

(Please attach other pages if required and include as much detail as possible about your request)

I agree to the release of my name and the reason why I am making this application, to any other (third) parties UOW needs to consult as part of my application. I understand that my refusal could affect the outcome of my application.

Yes No

Please indicate which of the following applies to you (if relevant)

I am a staff member requesting ONLY my personal files I am a student requesting ONLY my personal files

Form of Access

I wish to inspect the document(s)

I require a copy of the document(s)

I require access in another form, please specify:

.....

Fees and Charges

Attached is a cheque or money order in the amount of \$30 to cover the application fee.

I understand I may be required to pay processing charges in respect of this request and that I will be supplied with a statement of charges if appropriate.

A 50% reduction in fees may apply if you are under 18 years of age, you are in receipt of benefits, you suffer financial hardship, you are a non-profit organisation or you are making an application in the public interest. If you wish to apply for a 50% reduction, please attach supporting documents with this form.

I am requesting a reduction of fees and charges of 50% based on the attached documents

Signature of Applicant: _____ Date: _____

**Post form to: THE PROPER OFFICER – FOI
 LEGAL SERVICES UNIT
 UNIVERSITY OF WOLLONGONG
 WOLLONGONG NSW 2522**