



Privacy Management Plan - Appendix 1

Statutory Declaration for Access under Section 57 of the Privacy and Personal Information Protection Act 1998 to a Public Register held by Council

Statutory Declaration Oaths Act, 1900, Ninth Schedule

I, the undersigned (1)

.....
(1) insert full name

of

.....
(2) insert address

in the State of New South Wales, do solemnly and sincerely declare that:

I am (3)

.....
(3) insert relationship, if any, to person inquired about

I seek to know whether (4)

.....
(4) insert name

is on the public register of (5)

.....
(5) Applicant to describe the relevant public register

The purpose for which I seek this information is (6)

.....
(6) Insert purpose seeking information

The purpose for which the information is required is to (7)

.....
(7) Insert purpose

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths Act 1994.

.....
Signature of Applicant

Declared at:

in the said State this day of 20.....

before me.....

Name of Justice of the Peace/Solicitor to be printed

Who certifies that:

1. *I saw the face of the declarant/deponent OR

*I did not see the face of the declarant/deponent because he/she was wearing a face covering, but I am satisfied that he/she had a special justification for not removing it, and

2. *I have known the person for at least 12 months OR

*I confirmed the person's identity with

[describe identification document relied on]

Signature of Justice of the Peace/Solicitor to be printed

(GOV-FO-302)
FORMAL ACCESS TO INFORMATION REQUEST

Privacy Protection Notice

- *This information is being collected to assist in processing your Statutory Declaration for Access under Section 57 of the Privacy and Personal Information Protection Act 1998 to a Public Register held by Council.*
- *This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;*
- *Your information may comprise part of a public register related to this purpose;*
- *This form will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;*
- *You can access and correct your personal information at any time by contacting Council.*

For further details on how the Griffith City Council manages personal information, please refer to our Privacy Management Plan.

Approved: Governance Manager	Group / System: Governance	Document ID: GOV-FO-302	Version: 2
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