



When to use this form

You use this form to make an application to the City of Hobart for the release of information in line with the Right to Information Act 2009.

What you need to know:

- Applications are to be made in writing and include the information required by Regulation 4 of the Right to Information Regulations 2010.
- This fee is 25 fee units which is \$39.50 as at 1 July 2018 and is indexed annually. This fee is to accompany the application. If you submit this request online an officer will contact you to arrange payment before your application is assessed.
- The application fee may be waived where the applicant is a Member of Parliament in the pursuit of their official duty, where the applicant is impecunious (cannot afford the fee) or where the information sought is intended to be used for a purpose that is of general public interest or benefit.

Applicant's details

First name Required

Input placeholder

Last name Required

Input placeholder

Email address Required

Input placeholder

Telephone number Required

Input placeholder

Postal address Required

Input placeholder

Preferred contact method (Select one option) Required

- email
- telephone
- Australia Post

Details of request

General topic of information applied for (a one sentence summary of information requested) Required

Input placeholder

Description of efforts made prior to this application to obtain this information Required

Input placeholder

Details of the information you are requesting Required

Input placeholder

If the application is for your personal information, please attach your proof of identity.



Please attach all files to the end of this form before submitting it.

To apply for the fee to be waived because you are unable to pay or because your request is in the public interest, please provide further detail

Information about assessed disclosure under the Right to Information Act 2009.

Object of the Act

Section 3 of the Act includes this statement of the objects of the Act: (1) The object of this Act is to improve democratic government in Tasmania – (a) by increasing the accountability of the executive to the people of Tasmania; and (b) by increasing the ability of the people of Tasmania to participate in their governance; and (c) by acknowledging that information collected by public authorities is collected for and on behalf of the people of Tasmania and is the property of the State. (2) This object is to be pursued by giving members of the public the right to obtain information held by public authorities and Ministers. (3) This object is also to be pursued by giving members of the public the right to obtain information about the operations of Government. (4) It is the intention of Parliament – (a) that this Act be interpreted so as to further the object set out in subsection (1); and (b) that discretions conferred by this Act be exercised so as to facilitate and promote, promptly and at the lowest reasonable cost, the provision of the maximum amount of official information.

Responsibilities of the City of Hobart

- Applicants are to be notified of the decision on an application for assessed disclosure within 20 working days of the application being accepted by the public authority.
- Before the application is accepted, the public authority has a maximum of 10 working days to negotiate with the applicant to further define the application.
- If a need to consult with a third party arises, a further 20 working days will be allowed in addition to the original 20 days.
- If these time limits are not conformed with, the application will be deemed to be refused and the applicant may apply to the Ombudsman for a review of that decision.

Declaration

I declare the information I have provided is true and correct.

Acknowledgement (Select one or more options) Required

by ticking this box I acknowledge that I have signed this form

Name of signatory Required

Date Required

D	D	M	M	Y	Y	Y	Y
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Privacy information For information on how Council manages, handles and protects personal information it collects please refer to the [Privacy Statement and Policy](https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement) <https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement>.

End of form

Don't forget to attach all files before submitting this form