

Application for Internal Review of a Reviewable Decision under the GIPA Act

You may use this form to seek an internal review under section 82 of the *Government Information (Public Access) Act 2009* (GIPA Act). If you need help in filling out this form, please contact Roads and Maritime Services (RMS) on 8588 4964 or visit our website at

Details of Applicant

Mr / Mrs/ Miss / Ms: Given names:

Surname:

Company name:

Postal address:

State: Postcode:

Daytime telephone number(s): Reference no:

Email:

I am unhappy with a reviewable decision made by RMS in regards to my Access Application under the GIPA Act and, seek a review of this decision.

Comments

You may include any additional comments that you wish to be considered in the review of the reviewable decision (Include additional pages if necessary).

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Application Fee

I attach payment of the **\$40 application fee** by; (select one)

- Cash
- Cheque
- Money order

NOTE: Credit card payments can be made at Roads and Maritime Services office.

Privacy Statement

Roads and Maritime Services (RMS) is subject to the *Privacy and Personal Information Protection Act 1998* and the *Health Records and Information Privacy Act 2002* which requires us to comply with Information and Health Privacy Principles.

Your personal information is being collected to process your application for information pursuant to Part 4, Division 1 of the *Government Information (Public Access) Act 2009*. RMS may use your personal information for the purposes of processing your application within the agency. RMS is required to collect personal information directly from the individual unless the individual has authorised collection of the information from someone else.

RMS will not disclose your personal information without your consent unless authorised by law.

Your personal information will be held by RMS at 101 Miller St, North Sydney NSW 2060. You have the right to access and correct the information if you believe that it is incorrect.

Applicant's signature: Date: / /

Lodgement of Applications

This application must be lodged at any Roads and Maritime Services office or posted with the appropriate fee, within 28 days of the date of the RMS decision letter.

Posted applications should be sent to:

General Manager, Government Information and Privacy Branch

Roads and Maritime Services

Locked Bag 928, North Sydney NSW 2059

www.rms.nsw.gov.au | 13 22 13 | T 02 8588 4964 | F 02 8588 4109