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| **Applicant Details** | | | |
| Surname: | | Title: | |
| Given Name: | | Other Name(s): | |
| Date of Birth: | | Place of Birth: | |
| Have you been known by another name? | | Name: | |
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| **Personal Address and Contact Details** | | | |
| Address: | | | |
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| Suburb: | State: | | Postcode: |
| **Daytime contact information** |  | |  |
| Telephone: | Mobile: | | |
| Email: | | | |
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| **Public Authority applied to: PROPERTY AGENTS BOARD** | | |
| General topic of information applied for:(one sentence summary of information required) | | |
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| Description of efforts made prior to this application to obtain this information: | | |
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| **Application Fee** | | |
| Application fee included (please tick). | | |
| OR | | |
| Application for waiver (please tick) | | |
| Member of Parliament | Impecunious applicant | General public interest or benefit |
| Reason application fee should be waived *(if there is insufficient room in the space provided please attach further details)* | | |
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| **Proof of Identity:** | | |
| If application is for release of your personal information you must provide proof of identity before we can release the information – if lodging by email or mail you will need to provide certified copies.  *(please tick if you are required to provide proof of identity)* | |  |
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| **Details of the Information sought:** *(if there is insufficient room in the space provided please attach further details)* | | |
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| Applicant’s signature | | |
| **Date** |  | |
| **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 by –*   1. *increasing the accountability of the executive to the people of Tasmania; and* 2. *increasing the ability of the people of Tasmania to participate in their governance; and* 3. *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 that –*   1. *this Act be interpreted so as to further the object set out in subsection (1); and* 2. *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.*   **Applications for assessed disclosure**   * Applications are to be addressed to:   *Right to Information Officer*  *Property Agents Board*  *Level 1, 15 Victoria Street*  *Hobart TAS 7000*  OR  Email to: *board@propertyagentsboard.com.au*   * Applications are to be made in writing and include the information required by Regulation 4 of the *Right to Information Regulations 2010*. * Applications are to be accompanied by the application fee. This fee is 25 fee units, which is $40.50 as at 1 July 2020 and is indexed annually. * An applicant can apply for the application fee to be waived where the applicant is a Member of Parliament in the pursuit of their official duty; where the applicant is impecunious; and where the information sought is intended to be used for a purpose that is of general public interest or benefit.   **Responsibilities of the public authority**   * 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.   **Proof of Identity**   * If you are applying for personal information related to you which is held by a public authority you will need to provide proof of identity prior to any information being released to you. This should be done at the time of making your application. * Photo Identification or a copy of photo identification which has been certified as a true copy by a Justice of the Peace or a Commissioner for Declarations is the minimum acceptable. * Do not send Original identification through the post. | | |