

Application to amend Personal Information held by Blue Mountains City Council

Details of Applicant

Surname _____ Title (Mr/s etc) _____

Given Names _____

Postal Address _____

Phone Number _____ Postcode _____

Facsimile No. _____ Mobile _____

Identification documents presented

- Rate notice/library card
- Drivers licence
- Credit card/ATM card
- Other documents from utilities provider – Sydney Water/Integral Energy etc.
- Other documents _____ (please state).

Details of application

Please record the information that you wish to amend, with a supporting statement of reasons. If you can identify the file number that information is held on please do so.

Date of application _____ **Signature of applicant** _____

Privacy statement

Blue Mountains City Council respects your privacy. We ask for these personal details from you to identify the relevant records for amendment and to facilitate further contact with you if required to action this application. We will keep this personal information on file as a permanent record of your application. We will keep the personal information you disclose confidential and only those Council officers engaged in actioning your application are authorised to access the information and to make use of it.