Freedom of Information request
Application form

Department of Sustainability and Environment

Name: _____

Postal address: _____

_____

Telephone contact: _____ (business hours)

Details of documents requested:

_____

_____

_____

_____

_____

_____

_____

_____

Form of access required: (tick one)

(i) A copy of the documents ☐

(ii) Inspection of the documents ☐

(iii) Access in another form (specify) ☐

I understand that an application fee of $23.40 must accompany this request and that further reasonable charges for photocopying and other processing costs may be applicable. FOI fees and charges are not subject to GST.

Signature: _____ Date: _____

Send request and cheque/money order (payable to DSE) for $23.40 **or** credit card details as follows:

Name on card : _____ MasterCard / Visa
(please print) (Please circle)

Card Number : ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Expiry Date _____ / _____

Cardholder's Signature : _____ Date ____ / ____ / _____ **Amount $23.40**

Departmental Use Only: 9802-84574-81-001-5201

Send to:
Freedom of Information
Department of Sustainability and Environment
Level 16, 8 Nicholson Street
EAST MELBOURNE VIC 3002

Telephone: (03) 9637 8585
Fax: (03) 9637 8128
Email: **foi.unit@dse.vic.gov.au**

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