

# Freedom of Information request



## Processing of Freedom of Information requests

Before your request can be processed, you will need to pay an application fee, or provide us with evidence of hardship and request us to consider waiving the fee.

Further information on fees and evidence of hardship are available from Council's website, by phoning (03) 5450 9333 or emailing [foi@gsc.vic.gov.au](mailto:foi@gsc.vic.gov.au).

Payment can be made by phoning (03) 5450 9333, visiting our Cohuna or Kerang Customer Service Centres, or by posting a cheque to PO Box 287 Kerang 3579.

If you are completing the downloadable version of this form, please complete and send it to Council in one of the following ways:

By email: [foi@gsc.vic.gov.au](mailto:foi@gsc.vic.gov.au)

By mail: PO Box 287 Kerang 3579

Have you contacted Council and paid an application fee? (Select 1 option) Required

Yes

No

## Contact details

First name Required

Surname Required

Address Required

Postcode Required

Telephone Required

Email Required

## Document/s Requested

Clearly state the documents you wish to gain access to. Your request must be sufficiently clear and detailed, including information such as record type, keywords and specific date ranges. Required

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Please state how you would like to view the document(s) you are requesting? (Select 1 option) Required

- I would like a copy of the document(s) sent to me
- I would like to inspect the document(s) in person

Answer this question if you selected 'I would like a copy of the document(s) sent to me' in *Document/s Requested > Please state how you would like to view the document(s) you are requesting?*

I would like the document(s) sent to me (Select 1 option) Required

- By mail
- By email

Signature Required

Date Required

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