

IN ACCORDANCE WITH SECTION 18 GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009 & SCHEDULE 5 - GOVERNMENT INFORMATION (PUBLIC ACCESS) REGULATION 2009

**Note:** This form is to be used for access to **adjoining ownership details** for the purpose of constructing / replacing / repairing a dividing fence under NSW Dividing Fences Act 1991.

Submit this form to Maitland City Council via: email [info@maitland.nsw.gov.au](mailto:info@maitland.nsw.gov.au); fax (02) 49333209 or mail to PO Box 220 Maitland NSW 2320.

### SECTION 1: APPLICANT'S DETAILS

First Name			Surname			Title	
Postal Address						Post Code	
Telephone Number	H.		W.		M.		
Fax Number	F.		Email:				
I wish to receive the information via			<input type="checkbox"/> Mail	<input type="checkbox"/> E-mail	<input type="checkbox"/> Fax		

### SECTION 2: INFORMATION REQUESTED

I require access to the following information: My adjoining property owners name and address being:

The reason I require access to this information is:

To make contact with my adjoining neighbour/s for the purpose of constructing / replacing / repairing a dividing fence under the NSW Dividing Fences Act 1991.

### SECTION 3: PROPERTY DETAILS (PROPERTY OWNED BY YOU FOR ADJOINING NEIGHBOUR INFORMATION)\*

Street Address		
Lot DPNo.		

**Note:** Request for ownership details for dividing fences requires confirmation of above property ownership by Council.  
\*If this property is not owned by you, a letter of authorisation from the current owner is required with this form.

**Declaration:**

I declare that I will only use the requested personal information for the purposes of constructing / replacing / repairing a dividing fence under the NSW Dividing Fences Act 1991, and I will not share this information with any third parties.

Signature of Applicant .....Date .....

**PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE:** Purpose of collection: Public access to Council's documents. Intended recipients: Council staff and is publicly available under the Government Information Public Access Act 2009. Supply: Voluntary, a consequence of non provision is that insufficient information will be provided. Access / Correction: Requests for access / correction of information under the Government Information (Public Access) Act or Privacy & Personal Information Protection Act 1998, contact the Council's Public Access Coordinator. Storage: This form will be placed on a relevant file and/or will be saved on Council's main records management database when the request has been processed and the enquiry is completed.

REQUEST RECEIVED BY

DATE