

Application to correct information

Use this form if you want to apply to correct personal information about you held by the Alice Springs Town Council. The complete form must be lodged at Council Chambers, Todd Street, Alice Springs.

Your name and contact details:

Title: Ms / Mrs / Miss / Mr / Dr _____

Post Address: _____

First Name: _____

Family Name: _____

Phone: (B/H): _____ (A/H): _____

Email: _____ Fax: _____

Describe the document that contains the information you want corrected.

Please provide as much detail as you can, eg. is it a letter? - a computer print out? - a report? - what is the date of the document? - who is the author? - to whom is it addressed? - where did you get the document from? - Do you have a copy?

Description continued on separate sheet? **Yes** **No**

What personal information do you want corrected?

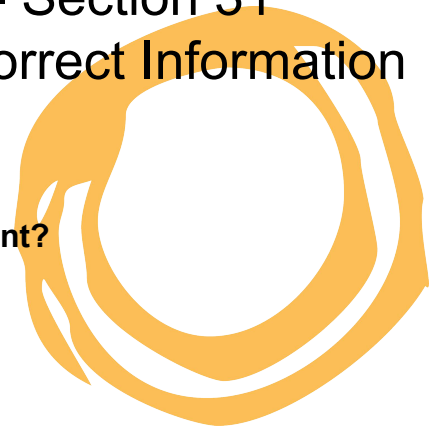
Attach a separate sheet of paper, if necessary

Description continued on separate sheet? **Yes** **No**

Information Act - Section 31

Application to Correct Information

Where is the personal information to be found in the document?



Why is the personal information inaccurate, incomplete or out date?

Explanation continued on separate sheet? **Yes** **No**

What correction(s) do you want to make to the information?

Correction(s) continued on separate sheet? **Yes** **No**

Signature: _____

Date: _____

BchYg
DfJj UWh

The *Information Act* requires you to supply your name and an address for correspondence, as well as sufficient details to identify the information you want corrected. Additional contact details will assist the Council to deal with your Application. Some personal information may have to be disclosed to other people in order to make an informed decision about your Application. If you want to discuss privacy issues, you may contact the Council's Information Officer.

More information

For more information about correction of personal information under the *Information Act* you can visit www.infocomm.nt.gov.au, or contact the Office of the Information Commissioner — phone 1800 005 610 or 8999 1500, fax 8981 3812, email infocomm@nt.gov.au, or post PO Box 3750, Darwin NT 0801.

For help filling out this form, contact the Information Officer at the Alice Springs Town Council (89500 500), phone 8950 0500, fax 8953 0558, email cturner@astc.nt.gov.au or post PO Box 1071, Alice Springs NT 0871.