

District Office 15 Galileo Street Private Bag 544 Ngaruawahia 3742 Huntly Area Office 142 Main Street Raglan Area Office 7 Bow Street Tuakau Area Office 2 Dominion Road 0800 492 452

0800 492 452 07 825 8129

Telephone (all hours) Call Free Fax

07 824 8633 0800 492 452 07 824 8091

Email: info@waidc.govt.nz www.waikatodistrict.govt.nz

To: The Chief Executive Waikato District Council Private Bag 544 Ngaruawahia 3742

Request for Official or Personal Information

Local Government Official Information and Meetings Act 1987 Privacy Act 1993

APPLICANT				
Full Name:				
Address:				
(include RAPID No.)				
Postal Address (if diff	erent)			
Telephone No.:	(da) Telephone N	o.:(r	mobile)

This request is URGENT / NOT URGENT (Delete what is not applicable)

The matter is urgent because

(continue overleaf if necessary)

I understand that this information will be forthcoming as soon as reasonably practicable except as provided by section 14 of the Local Government Official Information and Meetings Act (extension of time limits), and that the Council may make a charge for supplying this information. NOTE: A deposit of the total sum payable may be required. If the information requested is available it will be released on payment of the total charge.

Signed:	Date:
INFORMATION REQUESTED	
	(continue overleaf if necessary)

Continued from overleaf

INFORMA	TION	RECEI\	/ED:	Signed

igned: _____Date: _____

FOR OFFICE USE ONLY

Application received by:	Officer's name	
On:	Date:	Time:
Application referred for action to:	Officer's name	
Availability of information:	Available / Not available (Delete one)	
Fee payable for supplying information?	Deposit: \$	Full fee: \$
Information available and released by:	Group Manager signature	
On:	Date:	

OR Referred to		District Solicitor / Chief Executive / Privacy Officer	
Decision:	I	Release information	
	2	Do not release for the following reasons	(See section 17)
	3	Give notice in writing neither confirming nor denying the existence or non-existence of the information (See section 8)	
Signed:			
		District Solicitor / Chief Executive / Privacy Officer	

Applicant notified and appeal right explained:	Date:
Total fee paid (if applicable):	\$
Signed:	District Solicitor / Chief Executive / Privacy Officer