



Request for Access under the Freedom of Information Act

To:	The FOI Coordinator Independent Competition and Regulatory Commission GPO Box 161 Canberra ACT 2601	Email to: icrc@act.gov.au Or deliver to: Level 8, 221 London Circuit Canberra ACT 2601
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Details of Applicant			
Title			
Name:			
Address			
Telephone	Home:	Work:	Mobile:
Email:			

Placing a request under the FOI Act is the formal method for seeking access to documents. Before making a request for access to documents, you should first approach the ACT Government directorate you think may hold the documents relevant to your request. Each directorate has an FOI Coordinator who can assist you in making your request.

Details of Request

Please list the documents you seek to access on the following page under 'Documents required.'

NOTE: Applicants must clearly detail the information that is required. If you need assistance please consult the ICRC's factsheet at <http://www.icrc.act.gov.au/about-us/access-to-information/> or contact the Commission.

I would like:

- to inspect these documents; **or**
- a copy of the document/s sent to the above address

Charges

There is no application fee for a request under this Act. However, processing charges may be levied for work in excess of 10 hours processing time and/or 200 A4 photocopies. Applicants will be informed if processing charges are to be imposed, and will be provided with a statement setting out the basis on which the charge is calculated. Applicants may seek a total or partial remission of the charge they are liable to pay.

Online Policy

Please be aware that under the ACT Government's Online FOI Publication Policy, information released to you in response to your FOI request may be released on the internet. Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the FOI Coordinator immediately. A copy of the policy, with details about what information may be published on the internet, is available at: http://www.cmd.act.gov.au/open_government/report/freedom_of_information_online.

Signature: _____ **Date:** _____

Documents required

Please detail below the information you seek. Providing specific details (or examples) of the types or subject matters of documents you are seeking, and timeframe applying, will better assist the Commission in processing your request.

I would like access to the following documents: