



# RICHMOND VALLEY COUNCIL

Postal Address: Locked Bag 10, CASINO, NSW, 2470  
General Enquiries:(02) 6660 0300 Fax: (02) 6660 1311  
Email: [council@richmondvalley.nsw.gov.au](mailto:council@richmondvalley.nsw.gov.au)

## REQUEST FOR RATING INFORMATION

### Requestor's Details

Name(Person making request): \_\_\_\_\_

Address: \_\_\_\_\_

Reply Information to address, fax or email \_\_\_\_\_

### Property Enquiry Relating To

Property Address: \_\_\_\_\_

Lot/DP (Property Particulars) Lots(s) \_\_\_\_\_ Section \_\_\_ DP/SP \_\_\_\_\_

Owner of Property: \_\_\_\_\_

I am :

- Current land owner of the above property  
 Solicitor/agent acting for Owner of the above property(please provide written authority)

### Information Requested

- Copy of current rates notice                       Copy of current water/sewer notice  
 Copy of previous year(s) rates notice                       Copy of previous year(s) water/sewer notice

Please specify which years \_\_\_\_\_

- Rates Transaction listing current                       Water/Sewer Transaction listing current  
 Rates Transactions previous year(s)                       Water/Sewer Transaction previous year(s)

Please specify which years \_\_\_\_\_

Requestor/Owner's Name \_\_\_\_\_

Requestor/Owner's Signature \_\_\_\_\_

Contact Phone No \_\_\_\_\_ Date    /    /   

**PLEASE ALLOW A MINIMUM OF 14 DAYS FROM RECEIPT OF REQUEST FOR THE INFORMATION  
TO BE FORWARDED TO THE NOMINATED ADDRESS, FAX OR EMAIL**

**Privacy and 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 Right to Information Officer.

**Storage:** This form will be recorded in Council's Corporate Records Management System upon receipt.

**Please lodge this form with Richmond Valley Council by mail, in person, via fax or email**

**Mail**

Richmond Valley Council  
Locked Bag 10  
Casino NSW 2470

**In Person**

Casino Office:  
Cnr Walker Street & Graham Place, Casino  
Evans Head Office:  
Cnr Woodburn Road & School Lane, Evans Head

**Fax**

**(02) 6660 1300**

Email: [council@richmondvalley.nsw.gov.au](mailto:council@richmondvalley.nsw.gov.au)