



## 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 \_\_\_\_\_

Reason for copies of past notices required \_\_\_\_\_

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)