



NT POLICE,
FIRE & EMERGENCY
SERVICES

NT Police, Fire and Emergency Services

Waive and/or Reduce FOI Fees Application Form

Contact Us

Information Access Team
PO Box 39764
WINNELLIE NT 0821

Telephone: (08) 8985 8926
police.information@nt.gov.au

Use this form if you would like to apply for a reduction or waiver of fees for a Freedom of Information (FOI) application from NT Police, Fire and Emergency Services. Unfortunately, fees for Motor Vehicle Crash Reports and General Property Insurance Reports can **NOT** be waived.

Before making a decision, NT Police, Fire and Emergency Services will consider the circumstances of your application (including financial hardship, if applicable) and the objects of the Act. You should provide as much information as you can to show that your application justifies a reduction or waiver of fees.

Your Name and Contact Details

Title (please circle): Ms / Mrs / Miss / Mr / Dr _____ Postal Address: _____
 First Name: _____
 Family Name: _____
 Phone: (B/H) _____ (A/H) _____
 Email: _____ Fax: _____

Details of your Application

Date of Application: _____
 Reference Number (if any): _____

Fee you Would Like to Have Waived or Reduced (please tick relevant box/es)

- Application Fee - \$30.00
- Processing Fee

Financial Circumstances

Is your financial position one of the reasons you are applying for reduction or waiver?

(please circle) **YES** **NO**

If YES, you should **explain and give evidence** of your financial position. For example, if you hold a pension card, or qualify for some other social security benefit, you may want to provide proof of that, eg, a photocopy of the card. (Attach another sheet of paper with more details if necessary)

Other Circumstances that Justify Waiver or Reduction

Sign Here _____ **Date** _____

Privacy

Northern Territory Police, Fire and Emergency Services (NTPFES) is collecting this information to ensure that your application is processed correctly. If you wish to rely on financial hardship as a basis for waiver or reduction, it will be necessary for the decision-maker to consider personal information about your finances. Other personal information may also need to be considered in order to assess the other circumstances of the application. This collection is authorised or required by the *Information Act* (NT) and/or the Northern Territory *Police Administration Act*. The information provided on this form is only used to identify the applicant for the purpose of assessing the application. You have the right to request access to any of your personal information held by NTPFES. For more information, please contact NTPFES by telephone on (08) 8985 8926.