



You can apply online at <https://www.transport.nsw.gov.au/about-us/access-to-information/internal-review-application> or alternatively use this form if you wish to apply for an internal review of a decision made under the *Government Information (Public Access) Act 2009* (GIPA Act).

If you need help filling out this form, contact the Information Officer by email accessapplications@transport.nsw.gov.au

Applicant details

Title:	Given names:	Surname:
Company name:		
Postal address:		
		State:
		Postcode:
Email address:		Daytime phone number:
<input type="checkbox"/> I prefer to receive correspondence at the above email address		

Transport agency decision for which you seek internal review

I refer to the reviewable decision made by:

<input type="checkbox"/> Transport for NSW	<input type="checkbox"/> Sydney Trains	<input type="checkbox"/> State Transit Authority	<input type="checkbox"/> Sydney Metro
<input type="checkbox"/> NSW Trains	<input type="checkbox"/> Point-to-Point		

Comments

You may include any additional comments that you wish to be considered in the review of the reviewable decision (*additional pages may be attached if necessary*)

Application fee

I attach payment of the **\$40 application fee** by: *(select one)*

Cheque (enclose a cheque made payable to **Transport for NSW**)

Money order (enclose a money order made payable to **Transport for NSW**)

Please do **NOT** send **cash** through the post

If paying by credit card please apply online using the link above.

Applicant's signature: _____ Date: _____ / _____ / _____
day month year

Where to send your application

Mail to:
Information Access Unit
Transport for NSW
PO Box K659
Haymarket NSW 1240

Privacy notice

Transport for NSW and the Transport agencies are subject to the *Privacy and Personal Information Protection Act 1998* in respect of your personal information. Your personal information is being collected to process your application for information under the *Government Information (Public Access) Act 2009*. The provision of personal information is voluntary, however if you do not provide it we may not be able to process your application. Transport for NSW and the Transport agencies may use and disclose your personal information for the purposes of processing your application. Otherwise, we will not disclose your personal information without your consent unless authorised or required by law. Your personal information will be held by Transport for NSW at 7 Harvest St, Macquarie Park NSW 2113, which is where all applications are initially received. If your application is for information held by one of the Transport agencies, it will also be held by the relevant agency at: • NSW Trains at 470 Pitt Street, Sydney NSW • Sydney Trains at Level 21, 477 Pitt Street, Sydney, NSW • State Transit Authority at Level 4, 15 Bourke Road, Mascot, NSW • Sydney Metro at Level 43, 680 George Street, Sydney NSW 2000 • Point to Point at 241 O'Riordan Street, Mascot NSW 2020. Generally, you have the right to access and correct the information if you believe that it is incorrect. If you wish to do so please email privacy@transport.nsw.gov.au and we will provide you with the details of the relevant agency privacy officer.