



# Freedom of Information (FOI) request - Submission confirmation

Your submission has been successful. Please keep a copy of this receipt for your records.

Date and time

Reference code

Chief Minister, Treasury and Economic Development Directorate (CMTEDD)

GPO Box 158  
Canberra City, ACT 2601

Phone: 6207 7754  
CMTEDDFOI@act.gov.au

## Applicant information

I want to submit this request anonymously

### Assistance

Do you need assistance with preparing your request?

Yes

No

Do you need an interpreter?

Yes

No

### Applicant details

Title

First name\*

Last name

Pronouns

Chosen name

Business/Organisation

## Contact details

Please provide at least one method of contact. We use this information to confirm details of the request and deliver information to you once your request is completed.

Phone number

Email address

Address line 1

Address line 2

Suburb

State

Postcode

## Help us direct your request

The following information helps us send your request to the most appropriate team who will coordinate and respond to your request.

What type of information are you requesting? \*

There are two types of information commonly asked for: personal information and non-personal or general information.

- Personal information refers to your own or another's personal affairs. If you wish to access personal information, you will need to provide proof of identity.

- Non-personal or general information is all the information held by government about how the government undertakes its functions and roles.

Personal information

Non-personal (General) information

What do you know about the information you are requesting?\*

I know the Directorate or agency

I know the topic

I am not sure

What is the nature or topic of information you are after\*

Infrastructure

Start typing the name of the topic you are requesting information about. If your topic does not appear in the list, you can select "No match found".

## Request for

To help us process your request:

- Include enough detail in your application so we can identify what government information you want.
- As an alternative to using fields within the form, you may choose to attach documents or audio recordings.
- You may wish to include a statement on how the release of this information is in the public interest.

## Scope of your request

What information are you requesting access to?\*

Any and all complaints and correspondence relating to complaints or concerns regarding Barbeque safety at Kilmeny Close Park in Franklin ACT.

Attach additional documents to support your application

# Submit application

## Timeframes

The Directorate responsible for your application must:

- inform you in writing within 10 working days that it has received your application
- communicate to you about any difficulties/ delays in processing your request
- provide you with a decision on access to the information within 30 working days or less

Requests may take longer than 30 days in situations where an extension has been granted.

If the Directorate must consult a third party, the deadline for providing a decision is extended by 15 working days. The Directorate will notify you if consultation is required.

After you submit your request, the information you supply will be provided to:

- **City and Environment Directorate**
- **[CEDFOI@act.gov.au](mailto:CEDFOI@act.gov.au)**