



Request for Access To Personal Information Under the National Privacy Principles

To: sgfleet

Please supply me with details of personal information as set out below

Personal information required

Reg'n No. and/or lease details

(Please Note:

When completing the above, please provide full particulars of the types of personal information required. Insufficient particulars could affect our ability to locate the information.)

I acknowledge that you may make a charge for allowing me access to the information sought and that details are contained in the Access to Personal Information section of the accompanying brochure. I also acknowledge that, whilst there is no fee charged for lodgement of this request, you may require payment in advance of the estimated cost of retrieving the above information.

I understand that you will endeavour to comply with this request within 14 days of its receipt but, if that deadline cannot be met owing to exceptional circumstances, my request will be dealt with within 30 days. I also understand that the National Privacy Principles permit you to deny my request for access in certain circumstances and that upon refusal for any permitted reasons you will provide me with a reason for such.

I accept full responsibility for all access charges you may levy in relation to this request

• Please debit account number at
 Branch for all such access charges; or

• I undertake to forward my cheque/s payable to sgfleet within 7 days of you notifying me of the amount of the access charges.

(Delete as necessary)

Please provide the information requested to the address shown below by post or by - (delete as necessary)

Telephone number Or Facsimile number Or Email

()	()	
-----	-----	--

My full name

My Signature

My address

Postcode

Date

 / /

My contact number

Office use only

Initials

Signature verified