

Request for access to record

(PAIA: Form 2)

CURRO

Curro Holdings Ltd/Reg. no. 1998/025801/06/VAT Reg. no. 4670183484

Note:

1. Proof of identity must be attached by the requester.
2. If requests made on behalf of another person, proof of such authorisation, must be attached to this form.

To: The Information Officer

Address	
Email address	

Mark with a ✓			
Request is made in my own name	<input type="checkbox"/>	Request is made on behalf of another person.	<input type="checkbox"/>

Personal information			
Full names			
Identity number			
Capacity in which request is made (when made on behalf of another person)			
Postal address			
Street address			
E-mail address			
Contact numbers	Tel. (B)		Tel. (C)
Full names of person on whose behalf request is made (if applicable):			
Identity number			
Postal address			
Street address			
Email Address			
Contact numbers	Tel. (B):		
	Cellular:		

Particulars of record requested
 Provide full particulars of the record to which access is requested, including the reference number if that is known to you, to enable the record to be located. (If the provided space is inadequate, please continue on a separate page and attach it to this form. All additional pages must be signed.)

Description of record or relevant part of the record	
Reference number, if available	
Any further particulars of record	

Type of record (Mark the applicable box with a ✓)	
Record is in written or printed form	
Record comprises virtual images <i>(this includes photographs, slides, video recordings, computer-generated images, sketches, etc)</i>	
Record consists of recorded words or information which can be reproduced in sound	
Record is held on a computer or in an electronic, or machine-readable form	

Form of access (Mark the applicable box with a ✓)	
Printed copy of record <i>(including copies of any virtual images, transcriptions and information held on computer or in an electronic or machine-readable form)</i>	
Written or printed transcription of virtual images <i>(this includes photographs, slides, video recordings, computer-generated images, sketches, etc)</i>	
Transcription of soundtrack <i>(written or printed document)</i>	
Copy of record on flash drive <i>(including virtual images and soundtracks)</i>	
Copy of record on compact disc drive <i>(including virtual images and soundtracks)</i>	
Copy of record saved on cloud storage server	

Manner of access (Mark the applicable box with a ✓)	
Personal inspection of record at registered address of public/private body <i>(including listening to recorded words, information which can be reproduced in sound, or information held on computer or in an electronic or machine-readable form)</i>	
Postal services to postal address	
Postal services to street address	
Courier service to street address	
Facsimile of information in written or printed format <i>(including transcriptions)</i>	
Email of information <i>(including soundtracks if possible)</i>	
Cloud share/file transfer	
Preferred language <i>(Note that if the record is not available in the language you prefer, access may be granted in the language in which the record is available)</i>	

Particulars of right to be exercised or protected <i>If the provided space is inadequate, please continue on a separate page and attach it to this form. The requester must sign all the additional pages.</i>	
Indicate which right is to be exercised or protected	
Explain why the record requested is required for the exercise or protection of the aforementioned right:	

Fees
<p>a) A request fee must be paid before the request will be considered.</p> <p>b) You will be notified of the amount of the access fee to be paid.</p> <p>c) The fee payable for access to a record depends on the form in which access is required and the reasonable time required to search for and prepare a record.</p> <p>d) If you qualify for exemption of the payment of any fee, please state the reason for exemption</p>

Fees (continued)

Reason	
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You will be notified in writing whether your request has been approved or denied; and, if approved, the costs relating to your request (if any). Please indicate your preferred manner of correspondence:

Postal address	Electronic communication (<i>Please specify</i>)

Signed at _____ this _____ day of _____ 20____

Name of requester/person on
whose behalf request is made

Signature

For official use

Reference number			
Request received by (State rank, name and surname of Information Officer)			
Date received:		Access fees	Deposit (if any)

Name of Information Officer

Signature of Information Officer