

IMMUNISATION HISTORY STATEMENT REQUEST

Public Health Act 2005

APPLICATION TYPE

This form can be used to request immunisation records for yourself or your child. There are no fees payable for this request and Council aims to respond to your request within five (5) business days from the time of request receipt.

PART A - APPLICANT DETAILS

Title		Surname		Given names		
Residential address					Postcode	
Postal address (if different to above)					Postcode	
Email address						
Contact number						

PART B - RELATIONSHIP TO PERSON WHOSE RECORDS YOU ARE REQUESTING

Records are for:	<input type="checkbox"/> Myself	<input type="checkbox"/> My child (complete following)	
I am the child's:	<input type="checkbox"/> Parent	<input type="checkbox"/> Legal guardian	<input type="checkbox"/> Other (provide details)

Immunisation records are for

Full name of person detailed within the record	
Date of birth of person detailed within the record	
Current address of person detailed within the record	
Address (at time of immunisation)	
School attended (at time of immunisation)	
Year/grade (at time of immunisation)	

CHECKLIST

Failure to submit completed documentation will mean your request may not be processed

- Completed and signed request form.

CUSTOMER ACKNOWLEDGEMENT AND DECLARATION

I certify that information I have provided is true, correct and subject to the Policy of the Scenic Rim Regional Council.

Submitted by			
Signature		Date	

PRIVACY STATEMENT - IMPORTANT NOTICE

Scenic Rim Regional Council is collecting your personal information in order to process your request. The information will only be accessed by Scenic Rim Regional Council for Council business related activities. Your information is handled in accordance with the *Information Privacy Act 2009* and will not be given to any other person or agency unless you have given permission or we are required by law.

TO SUBMIT YOUR FORM TO COUNCIL

By Mail	Scenic Rim Regional Council PO Box 25, BEAUDESERT QLD 4285
By Email	mail@scenicrim.qld.gov.au
In Person	Beaudesert Customer Service Centre 82 Brisbane Street, Beaudesert Boonah Customer Service Centre 70 High Street, Boonah Tamborine Mountain Library & Customer Service Cnr Main St & Yuulong Rd, Tamborine Mountain

OFFICE USE ONLY

Date	No Fee Payable	File Reference 24/11/00
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L&C Admin