



**Australian Government**  
**Department of Defence**  
 Defence Support and Reform Group

Freedom of Information and  
 Information Management Branch  
 Department of Defence

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**FREEDOM OF INFORMATION REQUEST - AUTHORISATION**

|  |           |   |   |
|--|-----------|---|---|
| FULL NAME or ORGANISATION<br>Service or PMKEYS ID (if applicable)                |           |   |   |
| POSTAL ADDRESS:  |           |   |   |
| CONTACT PHONE NUMBERS:   | H         | M | B |
| EMAIL:   |           |   |   |
| FOI REFERENCE :  | 414/12/13 |   |   |
| ABN (IF KNOWN):  |           |   |   |
| DEPOSIT AMOUNT   | \$38.75   |   |   |
| FINAL BALANCE AMOUNT<br>(to be adjusted after processing of request if required) | \$116.25  |   |   |

By signing this form you are agreeing to pay the charges notified to you by the Freedom of Information Directorate. The deposit is not refundable except in some limited circumstances (for example, if Defence fails to make a decision on your request within the statutory time limit), or may be refundable in part if the final charge is less than the deposit paid.

An invoice for the final balance will be sent with your decision letter.

Please sign below and return this form by one of the following:

- via email to [FOI@defence.gov.au](mailto:FOI@defence.gov.au)
- via fax 02 6266 2112
- by post to the address noted above.

Signature: \_\_\_\_\_

**PLEASE DO NOT SEND CHEQUES OR MONEY ORDERS TO FOI**  
**Once our office receives this form, the Department of Defence will generate an invoice in order for you to make payment of the agreed charges via one of the payment options made available.**