



VICTORIAN GOVERNMENT  
SOLICITOR'S OFFICE

Your reference:

Our reference: 1610989

All correspondence to:  
PO Box 4356  
Melbourne VIC 3001 Australia  
DX 300077 Melbourne

10 February 2016

Mr Grant Skinner

**By email: [foi+request-1481-8c814c40@righttoknow.org.au](mailto:foi+request-1481-8c814c40@righttoknow.org.au)**

Dear Mr Skinner

**Your requests under the *Freedom of Information Act 1982***

I refer to the requests dated 7 and 12 January 2016 that you made through the website [www.righttoknow.org.au](http://www.righttoknow.org.au).

Section 17 of the *Freedom of Information Act 1982* (FOI Act) requires that an applicant pay a fee of 2 fee units for a request made under the FOI Act (\$27.20) unless an application is made for the fee to be waived on the basis of hardship.

Your requests did not attach a fee or make a request for fee waiver and, as such, are not valid requests under the FOI Act. We are not required to process a request that is not valid.

If you would like to proceed with either of your requests, please forward a cheque for \$27.20, in relation to each request, payable to the Victorian Government Solicitor's Office, or set out any hardship grounds on which you rely in support of fee waiver, attaching any relevant evidence, such as a current healthcare or pension card.

Should you wish to proceed with either of your requests, it would be appreciated if you could provide an appropriate contact address (either an email or postal address) so that any future correspondence in relation to your requests may be sent to you directly.

Yours faithfully

Victorian Government Solicitor's Office

Penina Berkovic  
Principal Solicitor