



Mr Richard Smith

Enquiries: Enza Kursun
Tel: (02) 8202 3768
Our ref: TRA-000417

via email: foi+request-3366-a9fe0824@righttoknow.org.au

11 April 2017

Dear Mr Smith

Your application under the *Government Information (Public Access) Act 2009 (GIPA Act)*

On **10 April 2017**, we received your application for the following information under the GIPA Act:

a) Documents relating to assessments, observations or inspections made by TfNSW (either on a regularly scheduled or ad-hoc basis) of public transport passenger numbers, journey times and waiting times on bus services stopping at Central Station and UNSW (and vice-versa), for the period 1 Jan 2016 to 1 April 2017; and

b) Documents produced by TfNSW or commissioned by TfNSW relating to mitigation measures put into place to correct any negative impacts to public transport passenger numbers, journey times and waiting times on bus services stopping at Central Station and UNSW, for the period 1 Jan 2016 to 1 April 2017.

In order for us to consider your request, we require that you provide payment of \$30, and to provide a postal address for correspondence.

This is because an application under the GIPA Act must:

- (a) it must be in writing sent to or lodged at an office of the agency concerned,
- (b) it must clearly indicate that it is an access application made under the GIPA Act,
- (c) it must be accompanied by a fee of \$30,**
- (d) it must state a postal address as the address for correspondence in connection with the application, and**
- (e) it must include such information as is reasonably necessary to enable the government information applied for to be identified.

To assist you, we attach a copy of our credit card authority form. Please complete this form and email it to information@transport.nsw.gov.au.

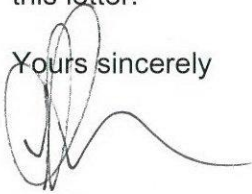
Should you wish to continue with your application, I encourage you to provide payment, and a postal address, and inform me about how you wish to proceed as soon as possible, and in any event, no later than **Thursday, 20 April 2017**.

What are your review rights?

I have enclosed a fact sheet that explains your rights to apply for a review of decisions made under the GIPA Act. Further information about the GIPA Act is also available by contacting the NSW Information and Privacy Commissioner on 1800 472 679 or via www.ipc.nsw.gov.au

Please do not hesitate to contact me directly on the above number if you have any questions about this letter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Enza Kursun', with a long horizontal flourish extending to the right.

Enza Kursun
Manager
Information & Privacy