



Personal Information Request Form

Our commitment to protect your privacy

We respect your privacy and are committed to protecting it. Under the Privacy Act and Australian Privacy Principles, you may request access to your personal information held by us. To request access to your personal information, you need to complete this form, providing:

- sufficient identifying details; and
- a copy of your drivers licence (or another government identification document)

so that we can be sure we are releasing your personal information to the correct person.

If you have any questions about this, please contact our Privacy Officer - contact details below.

The information we collect in this form will be used to consider your request for access to the personal information we hold about you. It may also be used to update your contact details in our records. Our full Privacy Policy is available on our website.

Your Personal Details:

Full name:	
Previous name(s): (if applicable)	
Current address:	
Postal address:	
Email address:	
Daytime contact phone number:	
Previous address: (if you have moved in the last 5 years)	
Date of birth:	
Drivers licence	

Your Access Request:

Information Requested:	
Manner of providing information: (please circle one)	<input type="checkbox"/> Email <input type="checkbox"/> Post

Please provide access to my personal information in accordance with this completed form.

Signature:	
Date:	

(Continued on next page)

Please return this completed form along with a copy of your drivers licence (or another government identification document) to:

Email: privacy@starmanufacturing.com.au

Fax: +617 38890005

Mail: The Privacy Officer, Star Manufacturing PO Box 339 Lawnton QLD 4501