



Privacy Note

The personal information on this form is being collected to enable processing of your complaint. Collection of personal information is authorised by Chapter 11 of the *Planning and Development Act 2007*.

The information that you have provided may be disclosed to ACT Government agencies including the Department of Territory and Municipal Services for the purposes of investigating your complaint.

Your complaint may also be referred to another entity for investigation.

Planning and Development Act 2007 – s425

Controlled activity complaint form

Anyone who believes a person is conducting or has conducted a controlled activity may lodge a complaint with the ACT Planning and Land Authority.

The *Planning and Development Act 2007* requires that complaints in relation to a controlled activity, as defined in Schedule 2 of the Act, must be provided in writing.

Therefore this application form must be used when making a complaint about a controlled activity. Fields marked with an (*) are required to be completed.

After the submission of a written complaint, we will take all reasonable steps to investigate the complaint made. We may require you to provide further information as part of this process.

Further information on this process can be found on our website.

1. Complainant details

*Name:

*Address:

Telephone No:

E-Mail:

2. Site details (*Place subject of the complaint*)

Unit: Block: Section:

Suburb:

*Street Address:

3. *Complaint details (*Please provide a full description of the complaint*)

OFFICE USE ONLY

ID number

Date lodged

Receiving officer

*Signature:

Date / /