



APPLICATION FOR CONGRATULATORY 50th, 60th or 70th WEDDING ANNIVERSARY MESSAGE

Mayor's Office
Colac Otway Shire, PO Box 283, COLAC VIC 3250
Ph: 52329529 Fax: 5232 1046
Email: inq@colacotway.vic.gov.au

Please complete all section of this form, attach the necessary photocopies and post, fax or email to the above address.

Applications to be received by Council approximately one (1) month before the date of the anniversary. For residents of the Colac Otway Shire only.

Person Requesting Message

Title: _____ Name: _____ Surname: _____
Street: _____ Suburb: _____ Post code: _____
Daytime Phone: _____

Persons Celebrating Anniversary

Title: _____ Name: _____ Surname: _____
Preferred Name: _____
Title: _____ Name: _____ Surname: _____
Preferred Name: _____ Maiden Name: _____

(preferred name if different (eg: given name is Robert prefers to be known as Bob))

Date of Anniversary: ____/____/____ Anniversary: 50th 60th 70th (please circle)

Please note: that documentary evidence (photocopy only) proving the year of marriage must be attached to this application. A marriage certificate is preferred, however a statutory declaration stating the year of marriage is acceptable.

Address for message to be sent (if different from above)

Title: _____ Name: _____ Surname: _____
Street: _____ Suburb: _____ Post code: _____

Office use only

Received: ____/____/____ Sent: ____/____/____
Officer: _____ Officer: _____

PRIVACY ACT INFORMATION & DECLARATION

The personal information requested on this form is being collected by Council for anniversary and birthday recognition purposes only. The personal information will be used solely by Council for that primary purpose for which it was collected or a purpose the person would reasonably expect. If this information is not collected your application will not be processed. The applicant understands that the personal information provided is for purposes as stated above and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and or correction should be made to the responsible officer and/or the Privacy Officer.