



## Privacy Collection Notice

Macedon Ranges Shire Council is committed to protecting your privacy. The personal information you provide on this form is being collected for the primary purpose of providing planning advice. The personal information could be disclosed to our Customer Service, Planning, and Information Management Teams for the purposes of processing your payment, providing advice and required record management procedures.

Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. If the personal information is not collected, we cannot process your request. If you wish to gain access to, or alter, any personal information you have supplied on this form, contact us on (03) 5422 0333.

You can access Council's Privacy Policy at [mrsc.vic.gov.au/privacy](http://mrsc.vic.gov.au/privacy)

## HOW TO SUBMIT AND PAY

**EMAIL:** Send completed form and supporting documents to [mrsc@mrsc.vic.gov.au](mailto:mrsc@mrsc.vic.gov.au).

**IN PERSON:** Bring completed form and supporting documents to one of our service centres and pay with cash, cheque/money order, EFTPOS or credit card (Mastercard/VISA).

**POST:** Mail completed form and supporting documents to:  
Macedon Ranges Shire Council, PO BOX 151, KYNETON VIC 3444  
Complete the attached credit card payment authorisation or pay over the phone.

**PHONE:** Submit your form and documents by one of the above methods and call (03) 5422 0333 to pay by credit card over the phone.