

3. **What I would like you to do to help resolve this matter**

Please explain, what you think, would resolve the problem for you

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Please make sure you keep a copy of the completed form, and any letters or documents relating to the matter.

Privacy Notification and Consent:

Access Community Housing Company collects your personal information in accordance with our Privacy Policy, which is available upon request.

We collect your personal information in order to administer your tenancy. We may share your personal information with contractors or any such organisations as may be necessary to carry out this function. Failure to provide this information may affect Access Community Housing Company's ability to properly administer your tenancy.

You may access, change or update your personal information we hold about you, subject to the privacy act 1988 (Cth), by contacting Access Community Housing.

Having Read and understood the above information, I consent to my personal information being used as indicated above:

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Signed

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Dated