



# Administrative Appeals Tribunal

Migration & Refugee Division

## Consent to release personal information - MR Division

This form may be used by a person to consent to the release of their personal information or a child's personal information (including sensitive information) held by us to another person. A person may withdraw his or her consent at any time by writing to us.

If there are multiple persons from whom consent is required, separate form should be completed for each person.

### Part 1 - Details of person providing consent

Title (Mr, Ms, Mrs, Dr etc.):

Family name:

Given name(s):

Date of birth:   
DAY/MONTH/YEAR

Address:

Daytime phone:  Mobile:

Fax:  Email:

### Part 2 - Details of child on whose behalf you are providing consent

Please complete this section if the personal information relates to a child.

Child's family name:

Child's given name(s):

Child's date of birth   
DAY/MONTH/YEAR

Are you the child's parent or legal guardian?  Yes  No

### Part 3 - Details of application for review (if known)

Review applicant's full name:

Case file number:

### Part 4 - Consent to release personal information

I consent to the release of personal information (including sensitive information) about me/the child named in Part 2 contained in documents held by the Migration and Refugee Division of the AAT to

[Full name of person receiving access]

Signature:  Date:   
DAY/MONTH/YEAR

## Access to personal information

Information held by us includes personal information about persons connected to our reviews and may include personal information about relatives, friends or employers of applicants for review. Personal information may include sensitive information such as racial or ethnic origin, religious beliefs or affiliations and health information. We may disclose this information to other persons where required or permitted under the *Migration Act 1958*, the *Freedom of Information Act 1982* (FOI Act) and the *Privacy Act 1988*.

If a document contains personal information about another person, a person who requests access to that document can facilitate the request by providing us with the other person's written consent to release their personal information. This can be done by completing this form. If the other person is a child, the written consent of the child's parent or legal guardian to release the child's personal information will need to be provided to us. This can be indicated at Part 2 of this form.

Personal information collected in this form is for the purpose of contacting you if needed and for assessing requests for access to documents containing your personal information. In certain circumstances we may also provide this information to other government agencies or entities, including the Department of Immigration and Border Protection, the Office of the MARA, courts and tribunals and law enforcement agencies. Further information about access to personal information and how to make a complaint about a privacy breach can be obtained from our Privacy Policy on our website [www.aat.gov.au](http://www.aat.gov.au).

---

### SUBMIT THIS FORM:

#### Online (registered users only)

Using the online application system accessible from <http://www.aat.gov.au/apply-online/>

#### By email

[mrdivision@aat.gov.au](mailto:mrdivision@aat.gov.au)

#### By post or by fax

Administrative Appeals Tribunal  
GPO Box 9955, Sydney NSW 2001  
Fax: (02) 9276 5599

Administrative Appeals Tribunal  
GPO Box 9955, Melbourne VIC 3001  
Fax: (03) 9454 6999

Administrative Appeals Tribunal  
GPO Box 9955, Brisbane QLD 4001  
Fax: (07) 3052 3069

Administrative Appeals Tribunal  
GPO Box 9955, Adelaide SA 5001  
Fax: (08) 8128 8099

Administrative Appeals Tribunal  
GPO Box 9955, Perth WA 6848  
Fax: (08) 6222 7299

#### By hand

##### Sydney

Level 6  
83 Clarence Street  
Sydney NSW 2000

##### Adelaide

Level 2  
1 King William Street  
Adelaide SA 5000

##### Melbourne

Level 4  
15 William Street  
Melbourne VIC 3000

##### Perth

Level 13  
111 St Georges Terrace  
Perth WA 6000

##### Brisbane

Level 6  
295 Ann Street  
Brisbane QLD 4000