

# Cat Trap Hire Form

**BEFORE  
YOU BEGIN**

This form is used to hire a cat trap from Council.

- A refundable bond is required at time of payment
- A weekly hire fee applies to cat trap hire

Please note that you will need to read and accept the privacy statement and applicable terms and conditions (see overleaf) in the final stage of this form before submitting.

## 1. YOUR DETAILS

Name (first and last)

Email

Contact number

Address

Drivers licence number

## 2. CAT TRAP DETAILS

Date given

Date to be returned

Weeks required (hire fee of \$38 per week) Note: a refundable bond of \$150 is required at payment.

 1 week

 2 weeks

 I acknowledge that a refundable bond is required (tick).

## 3. ACCOUNT DETAILS FOR BOND REFUND

Name of bank or financial institution

Account name<sup>1</sup>

BSB number

Account number

<sup>1</sup> Note the bank account name must be the same as the payee name on the receipt.

## 4. PRIVACY STATEMENT AND TERMS AND CONDITIONS

I have read and accepted the [privacy statement](#), any above statements and applicable [terms and conditions](#) as listed on Council's website and overleaf.

Signature

Name

Weekly Trap Hire

\$38.00

MN 2135

Bond

\$150.00

MN 9001

Receipt Number

Date

Trap Number

### Privacy Statement

Mid-Western Regional Council is committed to protecting your personal information. This Statement outlines Council's practices relating to personal information obtained through access to its website.

Council has adopted a Privacy Management Plan in accordance with the Privacy and Personal Information Protection Act 1998 (the Privacy Act). It is recommended that you read the Privacy Management Plan prior to submitting any personal information to us. Council respects and protects the privacy of users.

## COLLECTING INFORMATION ABOUT YOU FROM THE WEBSITE

Council will only collect personal information directly from you, or your authorised agent.

The information collected will be for lawful purposes directly related to the functions of Council.

Council will only request information that is necessary for the purpose of the collection.

If you do not wish to provide personal information to Council, it may be unable to provide you with the services required. In accordance with the Privacy Act you can make application for Council to consider suppressing your personal information from a public register held by Council.

## HOW COUNCIL WILL USE YOUR PERSONAL INFORMATION

Council will use your information for the purpose for which it was collected.

Council will use your information to understand community and customer needs to continuously improve its services.

Council may use your information to let you know about its services or other information available.

Council may share your information within other sections of Council, its agents and contractors to expedite services to its customers. The provisions of the Privacy Act bind Council's agents and contractors.

## DISCLOSURE OF YOUR PERSONAL INFORMATION

Council will only disclose your personal information if:

- You have consented to the disclosure
- The disclosure is required or permitted by legislation
- It is necessary to lessen a threat to someone's life or health

## ACCURACY OF YOUR PERSONAL INFORMATION

Council will take reasonable care to ensure that the personal information it collects, uses or discloses is accurate, complete and up to date.

## STORAGE AND SECURITY OF YOUR PERSONAL INFORMATION

Council will take all reasonable steps to protect the personal information it holds from misuse, unauthorised access and modification.

## HOW TO ACCESS, CORRECT OR UPDATE YOUR PERSONAL INFORMATION

If you want to know exactly what personal information Council is holding about you, you are welcome to request such information by contacting Council's Privacy Contact Officer.

You can apply to Council to amend your personal information to ensure it is relevant, up to date, complete and not misleading.

## HOW WE DISPOSE OF YOUR PERSONAL INFORMATION

Council will dispose of your personal information in accordance with the State Records General Disposal Authority.10 (GDA10).

## Other Important Information

### LINKS TO OTHER WEBSITES

Council's website contains links to other websites. These linked sites are not under the control of Council.

Council is not responsible for the management or protection of any personal information you provide to these sites.

Before disclosing your personal information on any other website Council recommends you examine the terms and conditions of using that website.

### CHILDREN'S PRIVACY

Council will take all reasonable steps to protect the privacy of children.

Council asks that children under the age of 18 have a parent or guardian submit personal information on their behalf when required.

### CONTACTING MID-WESTERN REGION COUNCIL ONLINE BY EMAIL

The Mid-Western Regional Council will only record your email address if you choose to send it a message. It will only be used for the purpose for which you have provided it and will not be added to any mailing list. Council will not use your email address for any other purpose, and will not disclose it without your consent.

### CHANGES TO THIS STATEMENT

Council will occasionally update this privacy statement.

## HOW TO CONTACT US

If you have any questions please contact us or telephone Council's Privacy Contact Officer on 02 6378 2850.

Other information can be obtained from Privacy NSW.

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The General Manager  
Mid-Western Regional Council  
PO Box 156  
MUDGEES NSW 2850

## OTHER SITES

Council has no control over the content of material accessible on any site cross-referenced. It accordingly is the responsibility of the Internet user to make their own decisions about the relevance or accuracy, currency and reliability of information found on those sites.

In addition, Mid-Western Regional Council does not necessarily endorse or support the views, opinions, standards or information expressed at linked sites. They have been set up as information sources only.

## DISCLAIMER

Mid-Western Regional Council is committed to quality service and makes every attempt to ensure accuracy, currency and reliability of the data contained in these documents. However, changes in circumstances after time of publication may impact the quality of this information. It is the responsibility of the user to make his/her own decisions about the correctness of information found.

## Terms and Conditions – Cat Trap Hire

The below Terms and Conditions are applicable to the Cat Trap Hire Form found on Council's Website.

### CONDITIONS OF RENTAL

- I acknowledge that if any animals are trapped that I contact Council immediately.
- I agree to take any trapped animal to a registered vet for further action.
- I understand that the trap is to be returned to Council on the specified date.
- I will return the trap in the same condition as it was when it was hired.
- I understand that if the hired cat trap is returned late that this will be a continuation of hire and I will be charged at the appropriate weekly rate.
- My bond will be refunded by electronic funds transfer and can take up to 14 days to be received.