Local History Services – Enquiry Form

Enquirer's Name	Contact Details
	Phone/Mobile: Email:

Enquiry Type: General Local ☐ **Building/Street** ☐ **Family History** ☐

Enquiry Details (include as much information as possible):

Name of person/place:

Date range:

Location:

Other sources already checked:

Other relevant information:

Date of Enquiry: _____

Submit this form:

Email: library@carnarvon.wa.gov.au

Post: Carnarvon Public Library, PO Box 459, Carnarvon WA 6701

In person: Carnarvon Library and Art Gallery, 18 Egan Street, Carnarvon WA 6701

(Please be aware that we are only able to spend a maximum period of two hours on any enquiry)

Office Use:

Responding Officer: _____ Date responded: _____

COLLECTION NOTICE

The Shire of Carnarvon collects the personal information you provide in relation to LOCAL HISTORY SERVICES – ENQUIRY FORM so we can deliver the service, process your request, and meet our legal obligations under the *Local Government Act 1995* and any other related legislation. Your information may be shared with government agencies, contractors, or others where authorised by law or with your consent. Where required by law, your personal information will be made publicly available, e.g. public registers. The Shire manages personal information in accordance with relevant privacy legislation and takes reasonable steps to protect it from unauthorised access or disclosure. For further information, please refer to the Shire's Privacy Statement at https://www.carnarvon.wa.gov.au/privacy-statement.aspx