

# TAYSIDE VALUATION JOINT BOARD



Floor 1  
William Wallace House  
Orchard Loan  
Orchardbank Business Park  
FORFAR  
DD8 1WH  
Tel: 01307 499910  
Fax: 01307 499950

## FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 INFORMATION REQUEST FORM

Name: .....

Address for Correspondence: .....  
.....  
.....  
.....

Contact Details: (eg Telephone No/Email address) .....

### Information Required

(Please provide as much detail as possible and state the preferred format, if any, by which you wish to receive the information. Continue on a separate sheet, if necessary)

If the information is not held by Tayside Valuation Joint Board or the Assessor and we confirm it is held by another public authority, do you wish the request to be transferred to that authority?

**YES/NO**

(Please note the 20 working day period will then run from the date on which the relevant public authority receives the transferred request).

### Declaration

Please complete the following declaration:-

I understand that you have 20 working days from receipt of this application to respond to this request, and that this period will not commence until any further necessary information is received from me which will allow you to proceed with the application should the request be unclear. I also understand a fee may be payable in accordance with the Freedom of Information (Scotland) Act 2002 Fees Regulations.

Signature ..... Date .....

PLEASE NOW SEND THIS FORM TO THE ADDRESS SHOWN ABOVE