

## Application for Access to CCTV Footage

Palmerston North Airport Limited (PNAL) uses CCTV systems for the purposes outlined in our CCTV Privacy Policy.

The Privacy Act 2020 provides individuals with the right in some circumstances to ask for access to CCTV footage PNAL may have which includes your personal information. In other instances, an application outside of the Privacy Act 2020 can be made for access to CCTV footage. To request access to CCTV footage, complete this form and return to Palmerston North Airport Limited via email [info@pnairport.co.nz](mailto:info@pnairport.co.nz) using Subject Line: Request for CCTV Footage, or mail to: Palmerston North Airport Limited, PO Box 4384, Palmerston North 4442.

### PERSON or ENTITY MAKING THE REQUEST

Name	
Address	
Contact Phone Number	
Email	

### DETAILS OF CCTV FOOTAGE REQUESTED

Date and estimated time	
Aerodrome location	
Purpose or request	

By signing this form I acknowledge that any footage accessed will only be used within the terms and purposes of PNAL's CCTV Privacy Policy or as otherwise provided for by law

Signature	
Name	
Date	

Once we receive your completed form we will respond within 20 working days as to whether the request will be granted or not and any conditions that may be placed on a granted request.

**You can notify PNAL of any complaint you have around an access request decision. This can be addressed to [info@pnairport.co.nz](mailto:info@pnairport.co.nz) using the subject line: Attention Privacy Officer CCTV Complaint.** Where an access request made under the Privacy Act 2020 is refused, or you are otherwise dissatisfied with the decisions relating to your request you can make a complaint to the Privacy Commissioners Office. The Complaint should be made as soon as practicable. Information on making a complaint can be found at [www.privacy.org.nz](http://www.privacy.org.nz)

PNAL Use only	
Reference Number	
Request Approved/ Declined	
Reason if declined	
Signature / Name	
Date	