To whom it may concern,

I am making a request for information as allowed under The Family Violence Protection Act 2008, Part 5A.

The information related to my request is as followed:

**DATE:** Click or tap to enter a date.

1. **ISE Details** (My organisations details)
	* + - **ISE 1** (the ISE that is requesting information OR proactively sharing information)
	* **ISE name:**
	* **Contact person:**
	* **Position title:**
	* **Email:**
	* **Phone:**
		+ - **ISE 2** (The organisation your sending the request to)
	* **ISE name:**
	* **Contact person:**
	* **Position title:**
	* **Email:**
	* **Phone:**
2. **Our ISE is working with** (list the names and details of affected family members here)
* **First name:**
* **Last name:**
* **Date of birth:**
* **Address:**
1. **Our ISE requesting information about:** (list the name and details of the person using violence here)
* **First name:**
* **Last name:**
* **Date of birth:**
* **Address:**

**(replicate with the names of any other children/affected people in the family)**

1. **Under the Child and Information Sharing the Scheme, the person we are seeking information on is defined as the:** (delete what doesn’t apply)

[ ]     Child

[ ]     Family member of child

[ ]     Third party

1. **Under the Family Violence Information Sharing Scheme, the person we are seeking information on is defined as the:** (delete what doesn’t apply)

[ ]     Child victim survivor

[ ]     Adult victim survivor

[ ]     Third party

[ ]     Perpetrator

[ ]     Alleged perpetrator (your organisation must be an RAE to request information about alleged perpetrators for a family violence assessment purpose)

1. **Our ISE is requesting or proactively sharing information** (tick all that apply)**:**

*Tip: If you are requesting information under both schemes, you must identify a relevant purpose under each scheme.*

* **Scheme – CISS**
	+ **Purpose of requesting/sharing**

[ ]          to promote the safety of a child or a group of children

* + **Specified activity (CISS only)**

[ ]          to make a decision, assessment, or plan relating to a child or group of children

[ ]          to Initiate or conduct an investigation relating to a child or group of children

[ ]          to provide a service relating to a child or group of children

[ ]          to manage risk to a child or group of children

* **Scheme - FVISS**
	+ **Purpose of requesting/sharing**

[ ]          Family violence protection purpose: managing the risk of a person committing family violence or a person being subjected to family violence (including the ongoing assessment of the risks).

[ ]          Family violence assessment purpose: the information is being shared to establish or assess the risk of a person committing family violence or being the subject of family violence. (Information can only be shared for assessment purposes with a RAE)

**Details of the information that is being requested or proactively shared:**

*Tip: Summarise the information you are requesting or sharing. You can use the information on the Information Sharing Page of the GFVA Website to tailor this part of the request.*

1. **Seeking views and wishes under CISS and FVISS:**

**Were the views of the child/family member (non-perpetrator) sought?**

[ ]     Yes. Briefly detail whose views were sought and what the views were: (Attach consent form if relevant)

[ ]     No. Briefly detail why it was not safe, reasonable or appropriate to seek/obtain views: