



City of Brantford Freedom of Information Access/Correction Request Form

This form must be submitted with the \$5.00 application fee.

Personal information contained on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act (17(1)(a)(b)(c))* and will be used for the purpose of responding to your request. Questions about this collection should be directed to the Supervisor of Records, Print & FOI Services, Clerk's Department, 58 Dalhousie Street, Brantford ON N3T 2J2 at (519) 759-4150 ext. 5720. Contact us if you would like to receive any of our material in a different format.

Name of Institution: **THE CORPORATION OF THE CITY OF BRANTFORD**

Request For: <input type="checkbox"/> Access To General Records <input type="checkbox"/> Access To Own Personal Information <input type="checkbox"/> Correction To Own Personal Information	If Request is for access to, or correction of, own personal information/records: Last name appearing on records: <input type="checkbox"/> same as below, or: _____
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Last Name:	First Name:
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City/Town:	Address: (Street/Apt. No./P.O. Box/R.R. No.)
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Province:	Postal Code:	Telephone Number (Day):	Telephone Number (Evening):
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E-Mail (Optional):	I Am A/n: <input type="checkbox"/> Individual <input type="checkbox"/> Business <input type="checkbox"/> Lawyer Representing A Client <input type="checkbox"/> Other
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Detailed description of requested records, personal information or personal information to be corrected. (If you are requesting access to or correction of your personal information, please identify the personal information bank or record containing the personal information, if known.)

Preferred Method Of Access To Records: Examine Original Receive Copy

Signature:	Date:
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*Please note, debit payments can only be done in person, at City Hall. Please contact (519) 759-4150 x5720 if you have any extenuating circumstances you wish to discuss.

Office Use Only

Received:	Payment <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Debit / Credit Card*	Comments:
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