



Request Form

under the *Freedom of Information and Protection of Privacy Act/Municipal Freedom of Information and Protection of Privacy Act*

Please Note: A \$5.00 application fee is required for all requests.
Cheques may be made payable to the Brockville Police Service / City of Brockville

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	Request made to: Brockville Police Service 2269 Parkedale Avenue Brockville, ON, K6V 3G9
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If request is for **access to**, or **correction of**, own personal information records:

Last name appearing on records: same as below, or: _____

<input type="checkbox"/> Mr.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Miss	Last Name: _____
First Name: _____		Middle Name: _____		
Address: (Street/Apt. No./P.O. Box/R.R. No.) _____		City/Town: _____		
Province: _____		Postal Code: _____		
Telephone Number (Day): () _____		Telephone Number (Evening): () _____		

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 person information, if known. Attach an additional page if necessary.)

Note: If you are requesting a correction of personal information, please indicate the desired correction, and if appropriate, attach any supporting documentation. You will be notified if the correction is not made and you may require that a statement of disagreement be attached to your personal information.

Signature: _____	Date: _____
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For Brockville Police Service Use Only	
Date Received: _____	Comments: _____

Personal Information contained on this form is collected pursuant to the Freedom of Information and Protection of Privacy Act/Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Questions about this collection should be directed to the Staff Sergeant of Operations of the Brockville Police Service.