

ACCESS/CORRECTION REQUEST

Municipal Freedom of Information and Protection of Privacy Act



Request For: <input type="checkbox"/> Access to General Records <input type="checkbox"/> Access to Own Personal Information <input type="checkbox"/> Correction of Own Personal Information	Name of Institution Request Made To: Peterborough Police Service 500 Water Street, PO Box 2050 Peterborough, Ontario K9J 7Y4 (705) 876-1122 A <u>\$5.00 Application Fee</u> Must Accompany EACH REQUEST
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DETAILS

Last Name	First Name	Middle Name	Date of Birth
Address (Street/Apt. No.)		City or Town	Province
Postal Code	Telephone No.	Can a message be left at this number? <input type="checkbox"/> Yes <input type="checkbox"/> No	
How was your name recorded at the time the record was created?		E-mail Address	

Detailed description of requested records, personal information records or personal information to be corrected.

Please read:

The record(s) you have requested may contain the personal information of individuals other than yourself (for example, victim, accused, witnesses). Pursuant to section 21 of MFIPPA, it may be necessary to notify affected individuals before making a decision on access.

Do you wish us to contact these individuals to try and obtain their consent to disclose their information? Yes No

If yes, do you consent to our releasing your identity to the individuals we contact? Yes No

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.

Preferred Method of Access To Records <input type="checkbox"/> Pick-up <input type="checkbox"/> Mail	Signature	Date
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FOR INSTITUTION USE ONLY

Date Received	Request Number	Comments
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Personal information contained on this form is collected pursuant to section 17 of the 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 Freedom of Information Office at 705-876-1122, extension 213 or by email foi@peterborough.ca. Please visit www.peterboroughpolice.com for more information.