



BRANTFORD POLICE SERVICE

Municipal Freedom of Information and Protection of Privacy Act ACCESS/CORRECTION REQUEST

There is a mandatory \$5.00 application fee must accompany all requests. The request will not begin until this fee has been received.

YOUR INFORMATION: To be completed in full by the requestor

Last Name:		First Name:		Middle Name	
Date of Birth (YYYY-MM-DD):		E-Mail Address:		Phone Number:	
Address					Apt/Unit#:
City/Town:		Province:		Postal Code:	
LAST NAME APPEARING IN RECORDS: (List if different from above)				<input type="checkbox"/> Same as above	
What is your desired method of communication regarding your request? Email <input type="checkbox"/> Telephone <input type="checkbox"/>					
Do you have any concerns with Brantford Police Service mailing correspondence to your home address? Yes <input type="checkbox"/> No <input type="checkbox"/>					
If you are requesting access to records: Provide a detailed description of the record(s) you are requesting, for example dates, type of incidents, location, names of individuals involved etc. BPS members accepting this application are not permitted to do a database search for you. Please provide as much information as possible.					
Third Party Information: The records that you are requesting may contain personal information of an individual(s) other than yourself. The personal information of a third party will not be disclosed without the written consent of the third party.					
If you are requesting a correction of personal information: Please indicate the desired correction and, if appropriate, attach any supporting documentation.					
Additional Fees may be applied during the processing of your request in accordance with Section 45(1) of MFIPPA.					
Signature			Date		
OFFICE USE ONLY Date Received:			FOI File # Assigned:		

Personal information contained on this form is collected pursuant to 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 FOI Coordinator of the Brantford Police Service, 519-756-0113.