



## Kawartha Lakes Police Service

### Access / Correction Request

### Municipal Freedom of Information and Protection of Privacy Act

- Access to General Records
- Access to Own Personal Information
- Correction of Own Personal Information

**A \$5.00 Application Fee must accompany each request Cheques or Money Orders should be made payable to the Kawartha Lakes Police Service**

Surname of Requester:		Given 1:	Given 2:	Date of Birth: (YYYY/MM/DD)
Street Address:		City/Town:	Province:	Postal Code:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss	Home Phone:	Work Phone:	Cell Phone:

The record(s) you are requesting may contain the personal information of individuals other than yourself (e.g. victim, accused, witness). Further 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

**Carefully explain in detail what record(s) you are requesting access to (names of individuals involved, dates, times, location, incident numbers, officer's names and badge number). Please be as specific as you can. If you require assistance, please ask.**

Preferred method of access to records: <input type="checkbox"/> Examine Original <input type="checkbox"/> Receive Copy	Requester's Signature:	Date:
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Request and Fee received by:	Date:	Receipt #:	Request #:
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Personal information on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used to process and respond to your request for information contained in our files. Questions about this collection should be directed to the Freedom of Information Coordinator, Kawartha Lakes Police Service, 6 Victoria Avenue North, Lindsay, Ontario K9V 4E5, (705) 324-6307 ext 507.