

## Access/Correction Request

### Municipal Freedom of Information and Protection of Privacy

Request for: <input type="checkbox"/> Access to General Record <input type="checkbox"/> Access to Own Personal Information <input type="checkbox"/> Correction of Own Personal Information	Name of Institution request made to:  <p style="text-align: center;">Cobourg Police Service</p> A \$5.00 APPLICATION FEE must accompany EACH REQUEST. Cheque or money orders are PAYABLE to the Cobourg Police Service.
---	---

Last Name:	First Name:	Middle Name:	Date of Birth:
------------	-------------	--------------	----------------

Address:	City or Town	Province
----------	--------------	----------

Postal Code:	Telephone Number:	Business Number:
--------------	-------------------	------------------

**PLEASE READ:**  
 The record(s) you have requested 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 name & badge number). Please be as specific as you can. If you require assistance, please ask.

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Preferred method access to records: <input type="checkbox"/> Examine Copy <input type="checkbox"/> Receive Copy	Signature:	Date:
---	------------	-------

Request and Fee Received By: ..... Badge #: .....

PERSONAL INFORMATION CONTAINED ON THIS FORM IS COLLECTED PURSUANT TO THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY LEGISLATION AND WILL BE USED FOR THE PURPOSE OF RESPONDING TO YOUR REQUEST. QUESTIONS ABOUT THIS COLLECTION SHOULD BE DIRECTED TO THE FOI COORDINATOR.