



The collection, use, and disclosure of personal information are necessary for administering the Freedom of Information program, in accordance with s.26(c), of the Freedom of Information and Protection of Privacy Act (FIPPA). All applicable fees as outlined in the Village's Fees Bylaw No. 497, 2016, Amendment Bylaw No. 647, 2025.

FREEDOM OF INFORMATION REQUEST

FULL LEGAL NAME:

MAILING ADDRESS:

TELEPHONE:

EMAIL ADDRESS:

DATE RANGE START:

DATE RANGE END:

- Specify the date range for the records; for example, 2021/03/25 to 2022/04/05
- If you want records for 1 date, choose the same date for both the "Records start date" and "Records end **date**".

Are you requesting access to another person's personal information: Yes No

If so, please attach the following documentation and proof as appropriate:

- a) That person's signed consent for disclosure, or
- b) Proof of authority to act on that person's behalf

DESCRIPTION OF THE REQUIRED DOCUMENT(S):

The Office will determine the best method to share this information with you, in accordance with the Freedom of Information and Protection of Privacy Act (FIPPA).

SIGNED:

DATE:

By signing this document, which includes digital signature, I understand there may be a fee associated to the processing of this request pursuant to Schedule 1 of the Freedom of Information and Protection of Privacy Regulation B.C. Reg 155/2012

FOR OFFICE USE:

RECEIVED BY:

DATE:

REGISTER UPDATED BY:

DATE:

ASSIGNED TO:

DATE:

Received Stamp & Internal Notes: