

**Request for Information and Records**

Please Note: A \$5 application fee is required for all requests.

**MFIPPA (Municipal Freedom of Information and Protection of Privacy)**

<b>Request for:</b>  <input type="checkbox"/> Access to General Records <input type="checkbox"/> Access to Own Personal Information <input type="checkbox"/> Correction to Own Personal Information	<b>Name of Institution request made to:</b>  The Corporation of the Township of Nipissing 45 Beatty Street Nipissing ON P0H 1W0
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<input type="checkbox"/> Dr. <input type="checkbox"/> Miss <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.			
First Name		Telephone (Day)	
Last Name		Telephone (Evening)	
Address		Fax Number	
City/Province		Email address (enter below):	
Postal Code			

<input type="checkbox"/> I consent to the use of the information provided here for the purpose of contacting me with regards to this request. <input type="checkbox"/> I understand that I can withdraw my consent at any time by notifying the Township of Nipissing.
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Provide, in as much detail as possible, a description of information and/or records you wish to access. (If you are requesting access to or correction of your personal information, please identify the department which originally collected the personal information, if known.)


**Note:** If you are requesting a correction of personal information, please indicate the desired correction, and if appropriate attach any supporting documentation. If the correction cannot be made, you may submit a statement of disagreement which will be attached to your information.

<b>Preferred method of access to records:</b>	<input type="checkbox"/> Examine Original <input type="checkbox"/> Receive Copy	Signature:		Date:	
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For Institution Use Only		
Date Received:	Request Number:	Comments

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 may be directed to the Freedom of Information/Privacy Coordinator, at 705-724-2144.