



**REGIONAL DISTRICT
of Fraser-Fort George**

**FREEDOM OF INFORMATION AND
PROTECTION OF PRIVACY
REQUEST FOR ACCESS TO RECORDS
GENERAL FORM**

Mail or Delivery to:
FOI Head
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Telephone: 250-960-4400

Electronically by:
Confidential Fax: (250) 563-7520
Confidential E-Mail: foi@rdffg.bc.ca

Date Received:	
File No:	
For Use by Regional District Office	

The information requested on this form will only be provided to the applicant unless the applicant provides consent in writing authorizing the provision of the response to another individual.

1. This is an application pursuant to the *Freedom of Information and Protection of Privacy Act* for access to:

- General Information
- Applicant's own personal information
- Personal information for another person
Attach a signed consent form or other proof of authority to act for the person

2. I am applying for access to the following information*:

Please describe the record(s) to which you want access in as much detail as possible including:

- Civic address or legal description of property
- Event or action
- Date of record or the date or period to which it relates
- The type of record (document, report, letter)

If access to personal information is being requested, be sure to provide all names by which the individual may be identified. If you need more space, use an additional sheet of paper.

***Note: A fee may be charged for providing the information requested.**

- I would prefer to:
- have the response records **e-mailed** to the address provided below
 - have the response records requested **mailed** to the address provided below
 - have the response records requested **faxed** to the number provided below
 - pick up the response records requested at the Regional District office
 - examine the original record at the Regional District office

Date: _____

Print Full Name of Applicant: _____

Signature of Applicant: _____

Mailing Address of Applicant: _____

Telephone Number(s) of Applicant: _____
Cell / Residence / Business

E-Mail / Fax Number of Applicant: _____

Personal Information collected on this form is for sole purpose of processing the access to records request and will be managed in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions regarding the collection and use of your Personal Information may be directed to the FOI Head at 250-960-4400 or at foi@rdffg.bc.ca