

FREEDOM OF INFORMATION REQUEST

UNDER MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (MFIPPA)



Toronto and Region
Conservation
Authority

A \$5.00 application fee is required for all requests, payment may be paid by:

- Cash, in person
- Cheque payable to Toronto and Region Conservation Authority, or
- Credit card at <https://trca.ca/about/freedom-information/foi-payment/>

Request for:

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

Forward request and fee to:

Information and Privacy Officer
Toronto and Region Conservation Authority
5 Shoreham Dr.
Downsview, ON M3N 1S4
FOI@trca.on.ca

Last name	First name	Middle name	Mr. <input type="radio"/>	Mrs. <input type="radio"/>
			Ms. <input type="radio"/>	Miss <input type="radio"/>
Address (Include Suite, if applicable)		City or Town	Province ON	Postal Code
Telephone (day)	Telephone (evening)	E-mail		
Company Name (if applicable)				

Detailed description of requested records, personal information records or personal information to be corrected. If request is for correction of personal information, please indicate the desired correction and attach any supporting documentation.

Preferred method of access to records: Signature (optional) Date (DD/MM/YY)

- Receive copy
- Examine records onsite

For Office Use Only

<input type="checkbox"/> \$5.00 application fee received	Date application fee received: DD/MM/YY	Fee received by:
Method of Payment <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card	FOI Request Number	Comments

The personal information on this form is collected under the authority of the **Municipal Freedom of Information and Protection of Privacy Act**. The information will be used for the purpose of responding to your request. Questions about this collection should be directed to: Information and Privacy Officer, Toronto and Region Conservation Authority, 5 Shoreham Dr. Downsview, ON M3N 1S4, telephone 416 661-6600.