

Application for Access to a Record

Freedom of Information and Protection of Privacy Act Subsection 6(1)

TO: Municipality of Cumberland
Attn: Clerk's Office
1395 Blair Lake Road
Upper Nappan, NS B4H 3Y4

All sections, including all details in section 4, must be complete. Incomplete applications will be returned to the applicant.

1. This is an application pursuant to the Freedom of Information and Protection of Privacy Act for access to (check one):

- _____ (a) applicant's own personal information; or
_____ (b) other information; or
_____ (c) both applicant's own personal information and other information.

2. I am applying for access to the following record:

(Below, please identify the material you are requesting by including details on the specific event or action. Include details such as the date of the record or the date or period to which it relates, the type of record (document, report, letter et cetera), names of department personnel who prepared or may have knowledge of the information, or citations to newspapers or publications which are known to have referred to the record.)

3. I wish to (check one):

- _____ (a) examine the record; or
_____ (b) receive a copy of the record.

4. I understand that there is a \$5.00 fee to accompany the application, and I may be required to pay an additional fee before obtaining access to the record.

Applicant Name: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Signature: _____ **Date:** _____

Request to Waive Fees

I hereby request to be excused from paying fees related to the above applications because:

(a) I cannot afford to pay fees: or

(b) Other reason (please specify): _____

To be completed by employee receiving the application.	
Date received:	
Is it the application complete:	
\$5.00 fee received:	
Send completed form and receipt to clerk@cumberlandcounty.ns.ca	
To be completed by the Clerk's Office.	
Application #:	