



Municipal Freedom of Information and Protection of Privacy Act

Application Form

Application Fee: An application fee of \$5.00 must accompany all requests for information and/or correction requests. Please make cheque/money orders payable to the City of Barrie. Forward requests to the Legislative and Court Services Department, Records and Information Section, City of Barrie, P.O. Box 400, Barrie, ON L4M 4T5

Account # 01-09-1107-0000-8943

REQUESTER CONTACT INFORMATION (to be completed by Requester)
Form with fields for Name (Mr/Ms/Mrs/Miss), First Name, Last Name, Company Name, Address, City/Town, Province, Postal Code, Day Telephone Number, Fax Number, E-mail Address, and a checkbox for personal information records.

DETAILED DESCRIPTION OF RECORDS WANTED: including timeframe for search, types of records, departments that would have the information, etc.
Large empty text area for providing details of the records requested.

METHOD OF ACCESS
Form with checkboxes for 'Examine original', 'Receive Copy', and 'Examine original & receive copy', and fields for Date, Signature, Date Request Received, Date Fee Received, Receipt #, and Request #.

SUMMARY OF FEES

FOR INFORMATION REQUESTS UNDER THE *MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (MFIPPA)*

The payment and amount of fees are set out in the *Act* and its regulations.

FEES FOR REQUESTS FOR PERSONAL INFORMATION

A request for information about oneself is considered a "personal information request". The following fees apply to requests for your own personal information:

Application Fee:	\$5.00 - To be paid when you submit your request; Application Fee is mandatory and not subject to waiver
* Photocopying:	\$0.20 / page; (Requester's copy only)
Computer Programming:	\$15.00 per ¼ hour if needed to develop program to retrieve information;
Disks/CD's/DVD's:	\$10.00 for each disk/CD/DVD.

FEES FOR REQUESTS FOR GENERAL INFORMATION

Requests for information, whether about a person other than yourself or about a government program or activity are considered "general information requests". The following fees apply to a request for general information:

Application Fee:	\$5.00 - To be paid when you submit your request; Application Fee is mandatory and not subject to waiver
Search Time:	\$7.50 per ¼ hour required to search and retrieve records;
Record Preparation:	\$7.50 per ¼ hour required to prepare records for release; (i.e. severing)
* Photocopying:	\$0.20 / page (Requester's copy only);
Computer Programming:	\$15.00 per ¼ hour if needed to develop program to retrieve information;
Disks/CD's/DVD's:	\$10.00 for each disk/CD/DVD.

** Please note that the individual will be provided the option of viewing originals on site. Select photocopying fees may apply.*

Note: The time for processing access requests is 30 days. A time extension, however, may be applied where necessary.

EXEMPTIONS UNDER THE ACT

Specific types of information are protected under the Act. Information that will or may be withheld includes:

Mandatory Exemptions

Relations with governments
Third party information
Personal privacy

Discretionary Exemptions

Advice or recommendations
Economic and other interests
Danger to health and safety
Draft by-laws, records of closed meetings
Law Enforcement
Limitations on access to own personal information
Solicitor-client privilege
Published information